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ABSTRACT

The Commission on Preservation and Access was established to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information. The Commission's newsletter keeps preservation and access personnel updated on current national and international developments, issues, and technologies in the field. This document contains 10 issues of the newsletter published in 1996 (July-August and November-December are combined issues). Highlights include: a report on the archiving of digital information (January); a conference of the Commission of the European Union and the Task Force on Digital Information on long-term access to electronic publications (February); a report on cooperative preservation in Canada, and the Council on Library Resources' statement on fair use (March); excerpts from testimony in support of the National Endowment for the Humanities, stressing the importance of the federal role in preservation (April); a documentary on the preservation of information in the electronic age, and the formation of a task force on Hispanic literary heritage (May); a report proposing strategies for digital archiving (June); recommendations for National Digital Library Federation (NDLF) leadership roles in discovery and retrieval, intellectual property rights and economic models, and archiving of digital information (July-August); NDLF constituted as a charter organization (September); a paper focusing on preservation challenges in Russia (October); and a report on mass deacidification, and the first meeting of the conjoint board of the Commission on Preservation and the Council on Library Resources (November-December). (SWC)

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The Commission on Preservation and Access Newsletter: Numbers 85-94, 1996

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible.

Newsletter

NUMBER 85 JANUARY 1996

WWW Pages Available to Public

The Commission has inaugurated World Wide Web pages available to the public at the following address:

http://www-cpa.stanford.edu/cpa.html

The home page introduces the Commission's basic programs and provides links to other information about the Commission's initiatives. The full texts of newsletters and many past reports also are available. An online Order Form is provided for WWW users to print-off and obtain Commission publications. Another feature enables users to conduct quick keyword searches of all the Commission's online documents. Links are being developed to WWW sites of

Cont. on p. 3, ***See WWW Page***

INSIDE: *Realizing Benefits from Inter-Institutional Agreements*— an insert on the implications of the report of the Task Force on Archiving of Digital Information. Donald J. Waters, co-chair of the task force, presented this paper during the Association of Research Libraries (ARL) Annual Membership Meeting October 10, 1995. The executive summary of the report can be found in the October 1995 newsletter (#83).

Report Introduces Approach to Environmental Monitoring

A new method for monitoring the effects of dynamic environmental conditions on organic materials promises to make it easier — and, in many cases, cheaper — for libraries and archives to maintain long-term access to their collections. The new approach to preservation management applies to the many types of scholarly resources for which research and academic institutions are responsible. The Image Permanence Institute (IPI), Rochester, NY, has developed the method with funding from the National Endowment for the Humanities' Division of Preservation and Access. In addition to preparing the report described below, IPI is designing an electronic instrument for environmental monitoring.

The report, *New Tools for Preservation. Assessing Long-Term Environmental Effects on Library and Archives Collections* (November 1995, 35 pages), introduces the concept of the Time Weighted Preservation Index (TWPI). This new technology represents a further evolution of the philosophy embodied in Donald Sebera's *Isoperms, An Environmental Management Tool* (June 1994). Both reports were published by the Commission. The TWPI provides a new way to measure and quantify how temperature and humidity changes affect the preservation quality of storage environments for paper, photographic, and magnetic tape collections, indeed for any type of organic material. *New Tools for Preservation* illustrates the concept with examples and explains how relatively small changes in storage conditions can result in significant improvements in the useful life of collections. In many cases, it will be possible to both save money and maintain access for longer periods of time.

The concepts offered in the new report represent a continuing trend toward utilization of scientific principles in preservation management. In early 1994, the Commission's Preservation Science Council (PSC) put forward six high-priority research projects, most dealing with the theme of understanding and using the storage environment to better advantage. The PSC also identified an urgent need for more management tools by which critical relationships, such as the one between the rate of chemical change and environmental conditions, could be understood and applied in practice.

New Tools for Preservation is available, while supplies last, for $10.00 (prepayment required) from the Commission; or Image Permanence Institute, Rochester Institute of Technology, 70 Lomb Memorial Dr., Rochester, NY 14623-5604. Sponsors of the Commission receive reports at no charge.

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ECPA Receives Grant, Plans International Conference

The European Commission on Preservation and Access (ECPA), formally constituted in March 1994, has received a grant of 1.5 million Swedish crowns (about $220,000 U.S.) from the Marianne and Marcus Wallenberg Foundation. The grant provides partial operational support over the next three years for the non-profit organization, which is housed at the Royal Netherlands Academy of Arts and Sciences in Amsterdam.

As representatives from archives, libraries and the academic community, ECPA members all are involved in projects concerning preservation and access in national and international contexts. Given the role of the ECPA as a platform for joint European initiatives, the need for strong cooperation with organizations and institutions working in the field is central to discussions about future activities. Recent developments in Europe, such as research on legal deposit of electronic publications and long-term availability of digital information, were of interest during the group's October 22-23, 1995, meeting at the Royal Academy.

Choosing To Preserve: Towards a Cooperative Strategy for Long-Term Access to the Intellectual Heritage is the theme of an upcoming international conference organized by the ECPA, together with Die Deutsche Bibliothek Leipzig/Frankfurt am Main. The conference is scheduled to take place at the Haus des Buches in Leipzig March 29-30, 1996. A delegation from the U.S. Commission will meet with the ECPA on the preceding day.

In announcing the conference, the ECPA stated:

> *Millions of books and documents in libraries and archives are threatened by embrittlement through acidification. The accumulated knowledge they contain will be irretrievably lost unless large-scale programmes are initiated to safeguard the intellectual heritage and keep it accessible for future generations.*

At the conference, 16 experts from Europe and the U.S. will present their views on the possibilities for developing coordinated preservation policies and for international cooperation in this area. The aim is to come to general recommendations to preserve paper-based materials from the 19th and 20th centuries. Discussions will center on the following topics:

–Institutional policies: How do individual institutions deal with the complex task of setting priorities, establishing selection criteria, and choosing the best method for preservation?

–National policies: How can national institutions fulfill their task of preserving the national cultural heritage in practice, and how does their work relate to the management of collections of local, regional or transnational importance?

–International cooperation: How can the work of each country to preserve its national heritage be complemented by that of others and duplication of efforts be avoided?

–Keepers and users: How can scholars, as the most important group of users, be made to realize what is at stake and how exactly can they contribute to the debate?

The Haus des Buches in Leipzig, where the conference will be held, is a newly founded institute that promotes activities on books and reading. The conference will take place during the Leipzig Book Fair, which attracts many visitors from the book trade and the library world every year.

For information and registration forms, contact:
European Commission on Preservation and Access
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For more information on the ECPA, refer to the March 1995 newsletter (No. 76).

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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

Deanna B. Marcum - President
Maxine K. Sitts - Editor

Film and Video to Highlight Information in Digital Environment

The Commission and the American Council of Learned Societies (ACLS) are developing a film and video focusing on the preservation of and access to information in a digital environment. A one-hour broadcast film and a 30-minute video version will be created to alert broad audiences to the urgent need to ensure continuing access to knowledge that is created, stored, and distributed electronically.

The project has received funding from three sources: The National Endowment for the Humanities (NEH), the Xerox Corporation, and the Alfred P. Sloan Foundation. The goals of the joint project, as defined by ACLS and the Commission, are three:

Cont. on p. 4, ***See film***

Realizing Benefits from Inter-Institutional Agreements: The Implications of the Draft Report of the Task Force on Archiving of Digital Information

by

Donald J. Waters

Associate University Librarian, Yale University

The following paper was presented at the Association of Research Libraries (ARL) Membership Meeting October 19, 1995, during a program titled "Realizing Benefits from Inter-Institutional Agreements." This paper and others from the meeting are available on the ARL server:

WWW: http://arl.cni.org/arl/proceedings/127/waters.html

Gopher://arl.cni.org:70/00/arl/proceedings/127/waters

The proceedings of the meeting will be published by ARL, 21 Dupont Circle, Washington, DC 20036.

In Over Our Heads

Robert Kagan, a Harvard psychologist, has recently written a wonderful book that I would commend to you for a variety of reasons. It is entitled *In Over Our Heads: The Mental Demands of Modern Life*. In this book, Kagan retells the following tale, which some of you have no doubt heard (Kagan 1994: 271). It is a story of a "mother getting breakfast ready for her son on a school day," and it goes like this:

> *Hearing nothing indicating that he was up and getting dressed, [the mother] went to [her son's] room, only to find him in bed. "Are you okay?" she asked. "I'm okay," he replied, "but I'm not going to school today!" Being a modern mother, she decided to engage him in conversation. "Well, then," she demanded, "you give me three good reasons why you aren't going to school." "Okay," said her son. "I don't like school. The teachers don't like me. And I'm afraid of the kids." "Okay," said his mother, "now I'm going to give you three good reasons why you are going to school. Number one, I'm your mother and I say that school is important. Number two, you're forty-five years old. And number three, you're the principal of the school!*

The problems and prospects of archiving digital information have made many of us feel like the school principal in this story: better to stay home in familiar surroundings — the comfort of a warm bed and Mom fixing breakfast in the kitchen — than to face what seems like a terrifyingly uncertain, expensive and time-consuming effort. The Commission on Preservation and Access and the Research Libraries Group (RLG) created the Task Force on the Archiving of Digital Information to help relieve building anxiety about digital archiving. The Task Force sponsors asked it to frame digital archiving as a set of problems and tasks and to suggest an orderly, perhaps even manageable, approach to their resolution.

To achieve these goals, the Commission and RLG composed the Task Force of members with a breadth of experience from a broad range of disciplines and backgrounds, including many from the research library community. The Task Force sponsors also asked that the group seek wide input from other specialists and interested parties by issuing a draft report, distributing it widely, and inviting comment before composing a final report. We are now in the comment phase, which ends October 31. I invite ARL as an organization to comment on the report. I also appeal to each of you individually to engage the substance of the draft report, if you have not already done so, to encourage your home institution to do so in some form, and to help us with comments, criticisms and suggestions.

To stimulate your attention to the issue of digital archiving, I will, in the brief remarks that follow, attempt to cast the work of the Task Force in terms of the theme of the hour: How can we realize economic benefits through inter-institutional agreements? I assume that you all are most interested in economic and other benefits that could accrue in the nexus of activities which ARL has defined under the general rubric of "scholarly communication." I hope to develop here the argument that inter-institutional agreements regarding digital archiving will generate economy if and only if they are directed at each of at least three different dimensions of the system of scholarly communication:

- First, we need to forge — or renew — agreements about the centrality of archiving in the process of scholarly communication.
- Second, we need to affirm the utility of a systematic approach to the development of digital archiving.
- Third, we need to set the mechanics of digital archiving in motion as a pervasive and trusted foundation for cultural discourse that includes scholarly communication.

The Ends of Archiving

Any discourse about economy, about the efficient management of scarce resources toward valued ends, is ultimately a discourse about values. Agreements about digital archiving that generate economic value must of course be able to answer the central question: Of what value or good is archiving and why should any scarce resources be pushed its way? This is a difficult question about purpose that may

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immediately open questions about and prompt defenses of particular forms of organization for archiving. In considering the answer, however, we must separate issues of purpose and function from those of organization.

I note in passing here that the Task Force report consistently equates long-term preservation with archiving, and identifies digital archives, rather than digital libraries, as the unit of activity for the long-term preservation of digital materials. I maintain this usage here. We all know that many libraries do frequently assume responsibility for the long-term preservation of the record of knowledge, but we have come to designate those that exercise such responsibility as a matter of course with special semantic markers, as in the phrase "*research* library." Moreover, although we now refer to "digital libraries," discussion of such entities to date has made almost no reference to the long term value of the content nor to the mechanisms that might be employed to preserve such value over time. Rather than use the semantically marked phrase that Peter Graham (1995) has suggested, namely the "digital research library," we have adopted the simpler designation of "digital archive."

In answer to the question about the value of archiving, the Task Force report opens by invoking the principle that culture — any culture — depends on the quality of its record of knowledge. If that record is defective, as it will be if urgent attention is not given widely to the preservation of information in digital form, then the quality of the culture is also at risk (Task Force 1995: 1-2). This "culture at risk" argument for the preservation of digital information may be sufficient for the Task Force report. However, it does not provide a sufficiently strong and compelling case about the economic motives that might drive actors, like ARL member libraries, to invest aggressively in the preservation of digital information.

The stronger case of economic motive requires us to identify the principles underlying a knowledge economy and to demonstrate the place of archiving among them. The basic principle that enables us to regard the knowledge economy as a construct separate from other kinds of economy is the notion that the pursuit of knowledge is its own end. As I craft the stronger case of economic motive for your review, I turn for help to the work of the great Yale religious historian, Jaroslav Pelikan, who has produced one of the most eloquent recent defenses of the pursuit of knowledge as its own end, rather than for the utility it provides.

In *The Idea of the University: A Reexamination* (1992), Pelikan critically examines the principle of knowledge as its own end and argues that it provides the rationale for education generally, and for the university in particular. Moreover, according to Pelikan, the principle of knowledge as its own end is merely one of a more comprehensive set of first principles that he calls the "intellectual virtues." These virtues are essential for the pursuit of knowledge as its own end, and include principles of free inquiry and intellectual honesty, an obligation to convey the results of research, and an affirmation of the continuity of the intellectual life, upon which each generation builds and to which it contributes in turn (*ibid*: 32-56). Building on this set of first principles, Pelikan argues that the advancement of knowledge through research, the transmission of knowledge through teaching, the diffusion of knowledge through publishing, and the preservation of knowledge in scholarly collections are the four legs supporting any table made for the pursuit of knowledge; they particularly support the table that has come to be known as the research university (*ibid*: 16-17, 78-133)

Invoking the 19th-century phrasing of John Henry Newman, Pelikan goes on to suggest that support for teaching, research and publication constitutes the "endowment of living [genius]" while efforts to preserve, or archive, knowledge by organizations like libraries, museums and archives, represent "the embalming of dead genius" (*ibid*: 110). Lest the connotations of these phrases give you pause, note that Pelikan is careful to distinguish embalming from entombing and his use of "embalming" is a colorful synonym for preservation and archiving which he takes to include all of the means necessary to make knowledge accessible to present and future generations. Moreover, he vigorously argues that "new knowledge has repeatedly come through confronting the old, in the process of which both old and new have been transformed" (*ibid*: 120). The two motives at work in what we today call the process of scholarly communication — embalming and endowment of genius, the looking backward in preservation and the looking forward in research, teaching and publication — thus are inextricably linked and flow from the principle that the pursuit of knowledge is its own end: preserved work from past generations is a necessary foundation for present and future work, which in turn defines the accessibility of the preserved work.

If we accept Pelikan's argument that knowledge is its own end and that the broadly defined function of preserving or archiving the record of knowledge is essential to the scholarly communication process, then where is the archiving function in the calculus of the emerging knowledge economy? A story that we in ARL seem to be constructing about scholarly communication from the point of view of research libraries is that the service we provide of preserving knowledge is increasingly held hostage by a tangled web of external factors and agents. The story lends itself to apocalyptic tones. It focuses on an outmoded tenure process that is dependent on research and teaching in increasingly narrow fields of specialization and is coupled to a system of publication governed by an oligarchy of avaricious publishers intent on maintaining profit levels by controlling pricing and gutting the copyright regulations of provisions that might limit the compensation the publishers receive for the intellectual property they control. Given a set of problems framed in this way, the solutions we have invented include sweeping reform of the outmoded tenure process, take-back-the-night approaches to copyright and large-scale cuts in acquisitions

budgets on university campuses, and the metamorphoses of scholars and/or libraries into entrepreneurial publishers eager to compete with the big guys. There are many useful themes and innovations embodied in these solutions. Most of them, however, stray far from the touchstone principle of institutional interest among research libraries in preserving knowledge for future generations of scholars.

Can we instead generate an hypothesis about the current state of scholarly communication that frames the problems directly — or at least more directly — in terms of preservation? I believe that we can. Let us imagine that the core problem in the scholarly communication process for at least a subset of scholarly disciplines is that the conventional published record simply does not adequately capture the intellectual action. The real action occurs elsewhere: in on-line databases, on-line exchanges of pre-prints, listservs and so on. Conventional publication in these disciplines adds little value to the work that has already been disseminated in other channels; rather it is a redundant process, undertaken to generate, in effect, a certified archival record of the work. Because the audience paying attention to the field has already seen and absorbed the work in on-line versions, the printed publication channel grows increasingly narrow, consisting primarily of libraries who serve as the archival institutions. Because of the narrow market, costs and prices consequently rise on the supply side. On the demand side, libraries respond by cutting titles from their collections.

There is clearly little logic or economy in a process whereby scholars use printed publications to establish an archival record only to find that the institutions responsible for ensuring that the archive endures for future generations cannot afford to purchase the publications. Framed in this way, the problems in the scholarly communication system *are* archival problems, and a focus on tenure, the mechanics of print publication, electronic versions of print publications, and institutional retention of copyright is looking for solutions in all the wrong places — or at least not in some of the right places. A focused archival solution might aim instead to capture the real intellectual activity from the on-line places wherever it is now naturally occurring and to ensure that such activity is housed in certified, durable and readily accessible archives. Where there is redundancy between print and electronic form, as there increasingly is in disciplines such as mathematics and physics where pre-print markets flourish, might not such a solution save scholars, publishers, libraries and universities the trouble and expense of writing, publishing, collecting and financing in conventional print forms merely to establish an archival record? Given a digital archive system on which they can depend and which provides real, tangible economic benefits, scholars might not only be moved to change the way that they conduct scholarship but also the mechanisms, such as tenure review, by which they measure the quality of that work.

If all these hypotheses are plausible, then do we not also need to say bluntly that our own unwillingness or inability as archival institutions to provide a trustworthy archival record of substantially changed and changing intellectual activity is itself a critical barrier to the rehabilitation and renewal of a viable (read: affordable) system of scholarly communication? The process of coming to terms with each other, with our academic colleagues and with publishers about the investment we must make in the system of scholarly communication and the savings that we must extract from that system is essentially a coming to terms about the centrality of archiving — the embalming of dead genius — in the pursuit of knowledge. But these understandings and agreements cannot be achieved immediately. And this brings me to my second point: that we need to affirm the utility of a systematic approach to the development of digital archiving.

A Systematic Approach

As we contemplate the archiving of digital information, we have to understand that we are not seeking to fine tune some technical variables of a system that is already long in place. While the goals are ultimately the same, we are not placing brittle books under a microfilm camera in a well-defined process. Instead, we are faced with what the Task Force report calls "a grander problem of organizing ourselves over time and as a society to maneuver effectively in a digital landscape" (Task Force 1995: 4) The effort to meet the cultural and economic imperatives of digital preservation requires us to build, almost from scratch, a system of infrastructure for moving the record of knowledge naturally and confidently into the future. The systematic approach, on which I believe we need to agree in order to build this infrastructure, has at least two dimensions: the elements of the system and the manner in which we interact to deploy those elements and construct the system and subsystems for digital archiving.

The various elements of a system for archiving digital information — the kinds of information, the stakeholders and the operational functions — are discussed at length in the Task Force report. The discussion there is not perfect, nor have we identified all the factors that one might judge relevant. We would welcome your assessment of our judgments. However, it is perhaps less important that we have all the factors perfectly in hand than that we adopt a systematic process to ensure that over time we formulate and then confirm or disconfirm hypotheses about the interrelation of those elements and, in so doing, that we measurably improve our archival capabilities for digital information.

I also want to emphasize the manner in which we interact to deploy these elements and to construct the system and subsystems for digital archiving. We must, on the one hand, make a commitment to a complex iteration and reiteration of exploration, development and solution as the relevant factors and their interrelationships emerge and become clearer and more tractable. On the other hand, the manner of our interaction in a systematic approach to digital archiv-

ing must result in a complex division of labor. And this brings me to my third and final point: that our agreements to divide the labor as formal partners, as informal allies, even as competitors must substantially set in motion soon and substantially the mechanics of digital archives as a pervasive and trusted foundation for cultural discourse that includes scholarly communication.

The Mechanics of Digital Archives

Most of the Task Force recommendations for setting the mechanics in motion invite substantial inter-institutional action. I draw your attention to three of these recommendations. They each illustrate a different form of interaction and they each yield a different kind of economic benefit.

First, the Task Force calls for certified digital archives. In itself, certification yields no direct economic benefit. Yet the process of certification is meant to create an overall climate of value and of trust about the prospects of preserving digital information. Repositories claiming to be digital archives in a changing and uncertain environment must be able to prove that they are who they say they are, and that they can deliver on the preservation promise. The call for individuals and organizations to agree to collaborate in the design and implementation of standards, criteria and mechanisms for certification, and for prospective digital archives to submit to the certification process, is a summons for the wider community to affirm the values — at least in the abstract — of digital preservation and ultimately of the pursuit of knowledge as its own end.

The Task Force also emphasizes the need for a fail-safe mechanism in digital archives. Such a mechanism will enable a certified archival repository to exercise an aggressive rescue function to save digital information that it judges to be culturally significant and which is endangered in its current repository. We may not know enough about the use of digital information to reach consensus about what fair use of it is, but we do know that one of the greatest dangers to its long life is the ease with which it can be abandoned or destroyed. If concerted action is needed in the intellectual property arena to protect the rights necessary to support teaching and research, then let us focus at least some of that action on the development of the legal framework needed to support a fail-safe mechanism for digital archives. The economic benefit of such action is, of course, not in the dollars it directly generates or saves, but in the environment it creates for achival institutions to do their job and to realize the value of preserved work for future generations.

Finally, I call attention to the Task Force recommendation for a cooperative venture to preserve the documents, discourse, software products and other digital information objects that serve to record the early digital age. Because the objects in this focal area are at such risk of loss, the project could provide a useful means of exploring the actual operation of archival fail-safe mechanisms. Moreover, conceived as a cooperative venture among multiple participating archives, the project would provide a necessary testbed for developing an on-line system of linked but distributed archives. One of the biggest unknowns in the digital environment is the full impact of distributed computing over electronic networks. However, as the Task Force report suggests in the section on costs and finances, and as Dr. Bowen of the Mellon Foundation has asserted earlier in his discussion of the JSTOR project, one of the greatest hopes for reducing costs in the scholarly communication process is the prospect of achieving economies of scale in the storage and distribution of electronic information over electronic networks. We need to verify these expectations of economic benefit in actual experience with a range of materials.

Conclusion

I conclude by observing that the notions of archives and archiving today have much currency and import, even outside the context in which we have been discussing them here. Just a week ago on October 8th in the *New York Times Magazine*, William Safire devoted his "On Language" column to the topic of kids' slang. He advised that "if you want to stay on the generational offensive, when your offspring use the clichéd ***gimme a break***, you can top that expression of sympathetic disbelief with ***jump back*** and the ever-popular riposte ***whatever.***" However, he noted that some expressions, such as ***I'm outta here*** or ***I'm history***, are now very much dated. ***I'm history***, Safire quotes a forthcoming study of slang, is "a parting phrase modeled on an underworld expression referring to death," and it has both inspired and been replaced by the more trendy expression, ***I'm archives*** (Safire 1995: 30).

With regard to the future of digital information in the scholarly communications process, I have no doubt that the expression ***I'm archives*** will apply truthfully to all the institutions represented in this room. The choice before us, both individually and collectively, is to decide in what sense it will apply.

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From the College Libraries Committee

Survey Provides Insights on Staffing, Budgets for Preservation

Since its founding in 1988, the Commission's College Libraries Committee (CLC) has worked to address the needs of undergraduate institutions with primary emphasis on the preservation of and access to their general collections. Last summer, with the assistance of a project consultant, the CLC distributed a preservation survey to 300 college library directors. Among the goals of the survey were:

- to update the Commission's knowledge of college library preservation efforts
- to establish benchmark data for college library preservation activities
- to contribute to the establishment of preservation guidelines and standards for college libraries
- to identify library needs for preservation training and staff development
- to assist in program development for a spring 1996 workshop on digitizing texts and images
- to develop a continuing agenda for the College Libraries Committee

Over half (54%) of surveyed institutions responded, and the results offer some valuable insights.

Funding

Sixty percent of respondents reported that between 1 and 4% of their budget allocation is designated for preservation-related activities. Additional sources of funding include grants, one-time allocations from parent institutions, network or consortium funding, targeted endowments, and support from friends groups and private donors.

Staffing

Surveyed libraries devote an average of .52FTE staff to preservation. This staffing level contrasts sharply with that of 1993/94 ARL libraries, 53% of which reported having a full-time preservation administrator.

Staff Development

In the past five years, 76% of surveyed libraries have enrolled one or more staff members in some form of preservation training outside the library. Some 59% offer internal preservation training to library staff, with a common focus on book repair and handling/shelving techniques. New technologies and disaster training are identified as the two areas of greatest training need.

Preservation Priorities

Over one third of respondents (35%) indicate that preservation is a higher priority in their libraries than it was five years ago. Most attribute this change to educational activities and other efforts to raise staff awareness that have increased their abilities to address preservation concerns. In some cases, a new director or other staffing change has brought new expertise and added momentum to the library's preservation activities.

Needs and Concerns

The chief limitation to addressing preservation concerns in college libraries is insufficient staffing. Limited funding and competing institutional priorities also are cited frequently as major barriers. Environmental controls and college archives are identified as the two most pressing preservation concerns.

The College Libraries Committee wishes to acknowledge with gratitude the work of Consulting Archivist, Victoria Irons Walch. A more complete analysis of survey results is planned for publication later in 1996. Complete results of the survey will be available on the Commission's WWW site.

Sponsors

In the past month, the following institutions have joined the growing list of sponsors of the Commission:

Duke University

North Carolina Central University

North Carolina State University

University of North Carolina, Chapel Hill

The 61 sponsors include libraries, archives, publishers, universities, colleges, and other allied organizations dedicated to the development of collaborative solutions to preservation and access challenges. A brochure on sponsorship is available from the Commission.

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other organizations working on collaborative preservation and access projects.

Visitors to the WWW page can contact Commission staff directly via email from the staff home page. The WWW site is being developed and maintained for the Commission by the Stanford University Libraries. Under the agreement, a home page also is available for the Council on Library Resources, which affiliated with the Commission in April. The Council's home page address is:

http://www-clr.stanford.edu/clr.html

As with all Web pages, the Commission's page is regularly revised and corrected. Users are asked to send their suggested changes to the Commission's Communication Program via U.S. mail; fax — 202/939-3499; or email — mksitts@cpa.org.

Film *Cont. from p. 2*

- to raise understanding and awareness of the need to transform the management of electronic information;
- to dramatize the very short lifespan of electronic information and the need to rethink how continuous access will be provided; and
- to portray the enormous potential of digital technology for information capture, storage, distribution and access.

The choice of film/video to dramatize the potentials and risks of new technologies derives from the award-winning success of the earlier film, *Slow Fires*, which was produced by the Council on Library Resources. *Slow Fires* did for the world of deteriorating and acidic paper what it is hoped the new film will do for the world of electronic information. Research on the upcoming film first began in January 1993, when the Commission engaged Terry Sanders of the American Film Foundation, who produced *Slow Fires*, to develop an outline during an initial conceptual phase. Last month, a Film Steering Committee met for the first time. Named to the committee are Patricia Battin, Commission consultant on digital projects; Douglas Greenberg, President and Director, Chicago Historical Society; Stanley Katz, President, American Council of Learned Societies; Peter Lyman, University Librarian, University of California at Berkeley, and a member of the Board of the Council on Library Resources; Deanna Marcum, president of the Commission; and filmmaker Terry Sanders. George Farr, head of the NEH Division of Preservation and Access, also has been invited to join.

LC to Hold Preservation Awareness Workshop for Public

The Library of Congress will mark National Library Week with a Preservation Awareness Workshop on April 16, 1996. This event, co-sponsored by the Library's Center for the Book and the Preservation Directorate, will be free and open to the public. It will take place in the Mumford Room, sixth floor of the Madison Building, from 11 a.m. to 4 p.m.

The Library of Congress is the largest library in the world. It contains more than 108 million items that include more than 16 million books, 4 million maps, 14 million photographs, 2 million sound recordings, and 45 million manuscripts. The mission of the Library's Preservation Directorate is to preserve these collections for future generations.

During this special National Library Week event, the Library of Congress is inviting the public to come and learn about preserving their family treasures, such as photographs and letters. The staff will demonstrate different types of enclosures and boxes for storing material and provide information on the damage caused by humidity, temperature, light, and atmospheric pollution on paper-based material and on the different types of boxes, folders, and enclosures now available. A wide range of companies that manufacture and distribute conservation products will participate. The media are also invited to participate in this educational workshop.

The Center for the Book in the Library of Congress was established in 1977 to stimulate public awareness about the importance of books, reading, and libraries. For more information, contact: Merrily Smith, National Preservation Program Office, Library of Congress (LMG07), Washington, DC 20540-4540 Phone: 202-707-1838.

— Adapted from LC Press Release

YOUR HELP IS NEEDED: Please notify the Commission's Communication Program if there is an error in your address or if you are receiving duplicate copies. Also, please let us know if you do not wish to receive the newsletter, so we can remove your name from our mailing list. We are relying on your help to reduce costs.

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The Commission on Preservation and Access

Ensuring Access to the Accumulated Human Record As Far Into the Future As Possible

Newsletter

NUMBER 86 FEBRUARY 1996

CEU Addresses Long-term Access to Electronic Publications; Collaboration with DATF Welcomed

The Commission of the European Union (Directorate General XIII - Library networks and services) recently invited the participation of the Task Force on Archiving of Digital Information (DATF) in a workshop to explore issues faced by European national libraries related to deposit collections of electronic publications. At the one-day workshop held in Luxembourg, there was general agreement that future European-U.S. collaboration in the implementation of both groups' recommendations will be very beneficial. The CEU's invitation to the DATF noted that "the work carried out by [your task force] covers some pertinent areas for our study and we would very much welcome [your] input to the issues under debate."

The DATF is co-sponsored by the Commission and the Research Libraries Group. The mid-December CEU workshop was held for national librarians and publishers in the member countries. Topics included electronic publications and the deposit library; selection of electronic publications; preservation: maintaining accessibility of electronic publications; providing access to deposited electronic publications; bibliographic control in the context of electronic publications; publishers and electronic deposit; and recommendations for future activities.

There is much common ground in the explorations of the CEU and the DATF, although there are some differences in approach. A CEU recommendation notes, "In view of the cost and specialized nature of preservation of electronic publications, it is unlikely that other parties than the deposit library can guarantee long- term archiving and availability. Decentralized models in which the archiving of electronic publications is delegated to publishers or network resource providers are therefore not recommended. Preservation of electronic materials is best guaranteed by local storage under the control of the deposit library."

The DATF report explicitly leaves open the judgment about the ultimate value of a central depository and allows the possibility of a decentralized model that can result in the long-term

Cont. on p. 3, ***See CEU***

Preservation Training Project Launched in Brazil

In partnership with the Commission, the Getulio Vargas Foundation, Rio de Janeiro, has announced a project for the publication and dissemination of preservation knowledge in Brazil to form the basis for a series of preservation workshops in the region. The project is funded by a grant from The Andrew W. Mellon Foundation. The non-profit effort is highly collaborative, involving an alliance of representatives from Brazil's National Library, National Archives, and National Foundation of Arts. The Vargas Foundation is a private, non-profit institution dedicated to research and teaching in social sciences, it stimulates interinstitutional cooperation and exchange programs by developing joint projects and spe-

Cont. on p. 3, ***See Brazil***

Distributed with This Newsletter:

Art Historian's Views on Computer Imaging

To provide additional perspectives to the scholarly involvement program, the Commission is distributing an abbreviated version of "Computer Images for Research, Teaching, and Publication in Art History and Related Disciplines" with this newsletter. This report is adapted from an article written by Charles S. Rhyne for *Visual Resources, An International Journal of Documentation*. A professor of art history and chair of the Department of Art at Reed College, Rhyne calls for more participation by scholars in influencing the directions of digital imaging projects and discusses the characteristics of the technology that can affect research and teaching.

Cont. on p. 2, ***See Art Historian***

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Art Historian *Cont. from p. 1*

The full article examines the wider availability of digital images, the ways in which digital images will be less or more expensive, and the uses of computer modeling and image modification. It appears in Vol. XI, no. 3, 1995, of Visual Resources (ed. Helene E. Roberts). The journal is sponsored by the Visual Resources Association and published by Gordon and Breach. For additional copies, contact the Publisher's document delivery service: Reprint Department, PO Box 786, Cooper Station, New York, NY 10276.

Commission reports on scholarly involvement include: *Difficult Choices: How Can Scholars Help Save Endangered Research Resources?* by Gerald W. George, August 1995; *Digital Imaging of Papyri*, by Roger S. Bagnall, August 1995; *Preserving the Intellectual Heritage. A Report of the Bellagio (Italy) Conference*, October 1993; and *Preserving the Illustrated Text – Report of the Joint Task Force on Text and Image*, April 1992. Each is available for $10.00.

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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

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Resources on Scholar Access to Digital Imaging

Two recently published reports provide practical background information for librarians, archivists, publishers, and others seeking to enhance scholarly use of digital images, including discussions of preservation and long-term access.

- *Introduction to Imaging: Issues in Constructing an Image Database*, from the Getty Art History Information Program, Santa Monica, CA, introduces the technology and vocabulary of digital imaging as applied to the management of digital image databases, illustrating in full color the choices to be made when images are digitized. The primer recommends strategies for keeping technological options open in the future and for upgrading as new equipment becomes available. The 48-page publication is available for $7.95 plus $3 shipping and handling for each order from the Getty Trust Publications Distribution Center; phone (800) 223-3431 (U.S. customers only) or (310) 453-5352.

- *RLG Digital Image Access Project*, from The Research Libraries Group, Mountain View, CA, presents the proceedings of an invitational symposium on March 31–April 1, 1995, attended by project managers from nine institutions that participated in an RLG digital imaging project along with experts in the digital imaging field.* The project set out to see what would happen when many collections from different institutions were merged, as well as to take a broader look at making integrated, networked access possible.

At the heart of the project was the role of photographic and digital imaging in collections — that is, can surrogate images of original photographic materials be used for both preservation purposes and enhanced access by users of collections?

The introductory remarks conclude: "We do not yet know how to organize and retrieve millions of images in an online environment.... We do, however, have a better understanding of the issues... And we believe more firmly than ever that success will come about only with close collaboration among research institutions, their faculty, libraries, and computer centers, as well as museums, historical societies, and archival repositories."

Copies are available in the U.S. for $20, plus $8 shipping and handling for the first copy, and $2 for each additional copy. International shipping and handling is $25 for the first copy and $5 for additional copies. Order from: Distribution Services Center, The Research Libraries Group, Inc., 1200 Villa Street, Mountain View, CA 94041-1100.

* Presenters included Anne R. Kenney, co-author of *Tutorial: Digital Resolution Requirements for Replacing Text-Based Materials: Methods for Benchmarking Image Quality*, and James M. Reilly, co-author of *New Tools for Preservation: Assessing Long-Term Environmental Effects on Library and Archives Collections*, both available from the Commission.

Millicent Abell Honored at Annual Meeting

The multiple contributions of a founding member of the Commission, Millicent Abell, were recognized by the Board at its annual meeting in November 1995. Penny, as she is fondly known, retired from the Board at that meeting upon completing the maximum number of terms of service. She also recently retired as University Librarian at Yale. Board Chairman Billy E. Frye cited in particular Penny's ability to envision the needs of the future while focusing on current needs and actions. Among her many efforts in developing and carrying forward the work of the Commission, she served on all presidential search committees.

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The Mellon Foundation Continues Support

The Commission has received a $1.2 million grant from The Andrew W. Mellon Foundation for general support over the next four years. The funding provides a stable operating core on which to base an effective array of programmatic activities and the necessary flexibility for the Commission to effect a merger with the Council on Library Resources.

The merger is seen by the Boards of both organizations as a way to provide a broader and simpler framework within which to pursue their objectives. The Commission and the Council announced the first step of their affiliation in March 1995, with the appointment of a joint president. Throughout the first year, the two organizations have begun sharing operating costs, thus releasing more funds for programmatic purposes.

The Mellon Foundation's support of the Commission began in March 1988. The important flexibility in the use of those grant funds over the past eight years has been crucial to the Commission's ability to catalyze action, stimulate cooperative efforts, and respond promptly to new technologies and other unforeseen opportunities. In December 1992, the Commission received a three-year Mellon grant for those programs deemed most important by the Commission's clientele as announced in the *Review and Assessment Committee Report* (September 1991). That grant helped expand activities in the areas of communications and publications, technology, scholarly involvement, and non-print materials. The Commission's International Program has been supported by separate Mellon Foundation grants.

According to Deanna B. Marcum, president, the grant will enable the work of both the National Digital Library Federation and the Task Force on Archiving of Digital Information to proceed at the highest possible level. "Each of these exciting projects, which began in 1995, involves scores of institutions and requires an accelerated pace to remain current with evolving technologies," she said. "The Mellon grant enables the Commission to maintain high programmatic focus on digital technology, which leads us to new opportunities and tools for meeting the obligation of libraries and archives to preserve the intellectual and cultural heritage."

Commission Sponsorship

Wesleyan University has agreed to sponsor the Commission for the next three years. Support from a diverse base of such sponsors, rather than from memberships, enables the Commission to address issues on a collaborative national and international scale, rather than respond to the interest of a specific constituency. A new brochure describing Commission initiatives and programs is available, as is a brochure on sponsorship benefits.

***Brazil** Cont. from p. 1*

cial programs in training, research, and consultation.

The Commission is serving as the U.S. liaison throughout the 18-month project, to help identify and make available relevant preservation literature and formulate the curriculum for preservation workshops. As a first step, the Commission is seeking permission to translate selected U.S.-developed preservation materials into Portuguese. In developing the partnership arrangements, the International Program drew upon an earlier assessment of preservation needs by Latin American librarians as reported in the Commission publication *Preservation Priorities in Latin America: A Report from the Sixtieth IFLA Meeting, Havana, Cuba,* Dan C. Hazen (July 1995).

The project expects to translate more than 1,000 pages of materials, making them available to about 1,500 public and academic archives and libraries. In addition, 70 monitors will be trained in preventive conservation. The project's general objectives are to: allow access to information in archives and libraries through preservation of collections; empower personnel working in Brazilian institutions to conduct preventive conservation programs; create a conscience among political and managerial communities regarding the importance of a joint effort to preserve and provide access to library and archival materials; and promote a public awakening campaign for the preservation of the national heritage.

***CEU** Cont. from p. 1*

preservation of culturally valuable electronic information. As explained by DATF co-chair Don Waters, "The success of the existing decentralized model in the U.S., consisting of a mix of national, public and university research archives and libraries, for preserving analog materials forces us to keep the option open. . . . Both models can be usefully seen within a common framework of principles, with the centralized model as a special case of the application of those principles."

Waters also noted that the CEU, "in focusing clearly and with unwavering vision on that special case, generates useful results, many of which eluded us in the DATF effort. It provides an important guide for us all in next steps."

The DATF final report, to be issued shortly, recommends further study of a number of pressing issues. Among them are the economics and financing of digital information archives. The report also suggests follow-on case studies to identify current best practices and benchmark costs in such areas as storage of massive quantities of culturally valuable digital information and the use of metadata and migration paths for digital preservation of culturally valuable digital information.

New Mellon Study Addresses Nonprofit Management

The Andrew W. Mellon Foundation has announced the publication of a new study, *Managing Change in the Nonprofit Sector: Lessons from the Evolution of Five Independent Research Libraries*, by Jed Bergman. In this thoroughly researched book, the author, in collaboration with William G. Bowen and Thomas I. Nygren, presents a historical review of five private libraries in the U.S. Bergman analyzes how the five organizations managed the pressures of changes that all nonprofits face. He examines financial pressures, new demands for access and democratization, and common challenges.

The book is written for nonprofit executives, board members, and scholars, as well as librarians, library science students, and historians of social change. Bergman, a graduate of New York University's Stern School of Business, was a research associate at the Mellon Foundation from 1992 to 1994. Bowen is president of the Mellon Foundation and former president of Princeton University; Nygren is a research associate at the Mellon Foundation.

The publisher, Jossey-Bass, San Francisco, is offering discounts on bulk quantities to corporations, professional associations, and other organizations. For information, contact the Jossey-Bass special sales department at (415) 433-1740 or FAX (800) 605-2665.

Commission Reports During 1995

The following list includes all Commission publications during 1995, organized by program area. In addition to these reports, the Commission has distributed its annual report and an informational brochure. A complete list of reports is available via email by contacting amathews@cpa.org, on the WWW site http://www-cpa.stanford.edu/cpa.html or by writing to the Commission.

International Program

Hazen, Dan C., *Preservation Priorities in Latin America: A Report from the Sixtieth IFLA Meeting, Havana, Cuba* (7/95, 7 pp.) ISBN 1-887334-41-6

The International Program and Its Global Mission. Introduction to Report Series (1/95, 4 pp.) ISBN 1-887334-35-1

Jordan, Sonja. *Preservation Activities in Bulgaria: The State of Affairs and Possibilities for Cooperation* (2/95, 12 pp.) ISBN 1-887334-36-X

Schwartz, Werner, *The European Register of Microform Masters — Supporting International Cooperation* (5/95, 8 pp.) ISBN 1-887334-37-8

Science Research Initiative

Reilly, James M., Douglas W. Nishimura and Edward Zinn, *New Tools for Preservation: Assessing Long-Term Environmental Effects on Library and Archives Collections* (11/95, 35 pp.) ISBN 1-887334-46-7

Van Bogart, John, *Magnetic Tape Storage and Handling: A Guide for Libraries and Archives* (6/95, 34 pp.) ISBN 1-887334-40-8

Scholarly Involvement

George, Gerald W., *Difficult Choices: How Can Scholars Help Save Endangered Research Resources?* (8/95, 24 pp.) ISBN 1-887334-43-2

Technology

Bagnall, Roger S., *Digital Imaging of Papyri: A Report to the Commission on Preservation and Access* (9/95, 8 pp.) ISBN 1-887334-44-0

Gertz, Janet, *Oversize Color Images Project, 1994-1995: A Report to the Commission on Preservation and Access* (8/95, 24 pp.) ISBN 1-887334-42-4

Kenney, Anne R. and Stephen Chapman, *Tutorial: Digital Resolution Requirements for Replacing Text-Based Material: Methods for Benchmarking Image Quality* (4/95, 22 pp.) ISBN 1-887334-38-6

Each report is available for $10.00 (U.S.), with prepayment required. Checks and orders should be mailed to: Publication Orders, Commission on Preservation and Access, 1400 16th St. NW, Suite 740, Washington, DC 20036.

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The Commission on Preservation and Access

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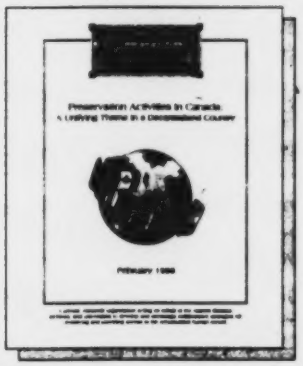
Newsletter

NUMBER 87 MARCH 1996

International Program Report Describes Cooperative Preservation in Canada

Canada is a country of far-flung provinces and two official languages, yet its cultural heritage ties together this vast land. Similarly, preservation of its rich printed heritage provides a unifying theme for Canadian libraries, archives, and collections. A new report from the Commission describes Canada's preservation efforts within the context of this common purpose.



Preservation Activities in Canada: A Unifying Theme in a Decentralised Country, by Karen Turko, Head of Preservation Services at the University of Toronto Library, is one of a number of the Commission's International Program reports. It discusses Canadian preservation efforts from three perspectives: Federal, decentralised, and local. At the Federal level, for example, the National Library of Canada's central mandate is to collect and preserve Canadian publications in all formats. Other primary NLC concerns include permanent paper, paper deterioration, the preservation of Canadian theses, and digital technology. Federal-level programs also are spearheaded by the National Archives of Canada and the Canadian Conservation Institute.

Institutions within Canada have banded together on many collaborative initiatives. The report covers accomplishments of such programs as the Canadian Council of Archives, Decentralised Program for Canadian Newspapers, Canadian Cooperative Preservation Project, and Advisory Committee on a Strategy for Preservation in Canadian Libraries. On the local level, provinces are preserving special collections and remain committed to

Cont. on p. 8, ***See Canada***

New Descriptive Brochure Available

This new 16-page brochure provides updated information on Commission programs and initiatives as well as phone, fax, and email addresses for contacting staff. The brochure also lists Commission Board members and recent publications and describes the benefits of Commission sponsorship.

The brochure is designed as a primary introduction to the work of the

Cont. on p. 8, ***See Brochure***

INSIDE: CLR STATEMENT ON FAIR USE

Included with this month's newsletter is a statement from the Board of Directors of the Council on Library Resources emphasizing the centrality of the fair use doctrine to the development and dissemination of scholarship in the United States. The statement, a response to proposed revisions of the Copyright Law, expresses the Board's concern for access and the free flow of information in the new era of electronic communication. It also argues that the current principle in copyright law that allows libraries to reproduce and distribute copies for preservation purposes should be retained in an electronic environment.

In mid-February, Commission Board member Cornelius J. Pings, president of the Association of American Universities, testified before a House of Representatives subcommittee, stating that pending amendments to the federal Copyright Law would not adequately protect educators' fair use of copyrighted materials in digital form, and thus would jeopardize fundamental scholarly activities.

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Council on Library Resources Announces Small Grants Program

The Council on Library Resources (CLR) has announced that it will make available small grants of up to $25,000 to stimulate research, encourage the collection of badly needed data, and promote the analysis of library operations in the electronic and traditional spheres. The program, made possible with the support of The Andrew W. Mellon Foundation, will enable librarians, administrators, and scholars to understand the potential scope and costs of information in the rapidly expanding electronic age.

Guided by a priority list of subjects developed by CLR's Economics Advisory Committee, the Council hopes to encourage research in several areas, including studies of cost and pricing issues related to the transmission of digital information, cost-benefit analyses of commercial document delivery services, life-cycle costing models for print and electronic media, and analyses of the scholarly information market.

Grants will range in size from several thousand dollars to as much as twenty or twenty-five thousand dollars, depending on the scope of the project. Guidelines for submitting proposals are available from Glenn W. LaFantasie, Senior Program Officer, CLR, 1400 16th St., NW, Washington, DC 20036-2217; (phone) 202/939-3370; or email gwlafant@cpa.org.

The Council is affiliated with the Commission on Preservation and Access. Together the two organizations work to ensure the preservation of published and documentary records in all formats and provide enhanced access to scholarly information.

From the National Humanities Alliance

Continuing Resolution Keeps NEH Operating

In late January, President Clinton signed legislation to keep the full government operating through March 15. As with the third continuing resolution (CR), this fourth CR enables the National Endowment for the Humanities (NEH) to operate at $99.5 million — the lowest of the House and Senate-passed budget levels — despite the fact that both chambers approved a conference report assigning NEH $110 million. Currently, the budget process is moving toward a CR that will fund programs of NEH and the National Endowment for the Arts through the end of fiscal 1996, with some confidence that the NEH program budget will settle on $110 million.

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What's New on the Commission and Council Web Sites

On the Commission's WWW site (http://www-cpa.stanford.edu/cpa.html)

- A report on the findings of a College Libraries Committee survey of college library preservation activities and needs
- Annual reports for the years 1993-1994 and 1994-1995

CLR

On the Council on Library Resources WWW Site (http://www-clr.stanford.edu/clr.html)

- "The Economics of Access versus Ownership: The Costs and Benefits of Access to Scholarly Articles via Interlibrary Loan and Journal Subscriptions" by Bruce R. Kingma. An earlier version of this report will appear as a special issue of the *Journal of Interlibrary Loan, Document Delivery, and Information Supply*.
- *JSTOR and the Economics of Scholarly Communication*, by William G. Bowen, President, The Andrew W. Mellon Foundation, October 4, 1995. This paper is based on a talk given at the Council on Library Resources Conference, Washington, DC, on September 18, 1995.

The Web sites are maintained for the Commission and Council by Stanford University Libraries. Web site users can contact Maxine Sitts (mksitts@cpa.org) with suggestions for either Web site.

The Council on Library Resources' Statement on the Fair Use Doctrine

Creativity is the hallmark of American scholarship. This has been understood by legislators and policy makers over time, and current copyright laws are specific in their intent to "promote the progress of science and the useful arts." High quality and innovative research in the United States has depended on a free flow of information; universities have relied on their libraries to create and manage effective open networks of information resources.

The proposed revisions to the Copyright Law—which have grown out of the report on the Working Group on Intellectual Property Rights, chaired by Bruce Lehman, Assistant Secretary of Commerce and Commissioner of Patents and Trademarks—may have the opposite effect.[1] The underlying premise of the Working Group is that the marketplace alone will function as the best mechanism for realizing the potential of the National Information Infrastructure. The report emphasizes the economics of copyright over the accessibility of copyrighted works.

The report concludes that the current copyright law is basically adequate for the digital environment. From an educational and research perspective, this conclusion is fraught with difficulties. If implemented, the proposed policy would give the public fewer rights of access to digital information than they currently possess with print information. In current copyright law, there is a clear distinction between public and private uses of in-print information

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[1]Bruce A. Lehman, Chair, *Intellectual Property and the National Information Infrastructure: The Report of the Working Group on Intellectual Property Rights* (Washington, D.C.: Information Infrastructure Task Force, September 1995).

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because of "fair use" provisions.[2] The market defines public access and uses of information, whereas fair use defines private access and uses. But in the proposed policy, the private use of information on the National Information Infrastructure is sharply curtailed (e.g., to an individual's own use or for educational purposes only). Paul David and Dominique Foray, eminent science and technology specialists, have pointed out that open and public distribution determines the economic performance of innovative information systems. Only with openness can research findings be independently replicated, results be quickly generalized, and excessive duplication of research be carefully avoided.[3]

The report of the Working Group, however, concentrates on the theme that copyright is an economic right of owners to be exploited. Digital technology makes it possible for creators of information to be compensated for each transmission of that information, and the report focusses on taking advantage of that capability for the economic benefit of information creators.

The report is virtually silent on the issue of fair use. From our perspective, one that has kept a watchful eye on the world of libraries for the past four decades, the Council on Library Resources believes that the Working Group's report has emphasized transmission rights over educational concerns. It is those educational concerns that up to now have been better addressed by the fair use doctrine.

We, the Directors of the Council on Library Resources, believe that the doctrine of fair use is so critically important to the educational and research framework of this country that we urge explicit statements about its importance be made in any future copyright legislation or revisions to current laws.

It is not our intent to avoid marketplace involvement. The educational and library communities also have a vital stake in the creation of an efficient marketplace for publishers in electronic media. We depend on them for quality control, distribution, and investment. We believe, however, that no market can be successful if it is founded on conflict between buyers and sellers. But we are also mindful of the importance of an open distribution system

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[2]The fair use provision of the Copyright Act permits reproduction and other uses of copyrighted works under certain conditions for purposes such as criticism, comment, news reporting, teaching, scholarship, or research.

[3]Paul A. David and Dominique Foray, "Information Distribution and the Growth of Economically Valuable Knowledge: A Rationale for Technological Infrastructure Policies," in M. Teubal, *et al.*, *Technological Infrastructure Policy* (Dordrecht and London: Kluwer Academic Publishers, Fall 1995), p. 87.

for research and education, and the extent to which market failures result in knowledge being used at a fraction of its potential for productivity.[4]

Our call for further exploration of the economic consequences of the proposed copyright revisions is based on our fundamental belief that:

> •any diminution in the current fair use provision will have a significantly adverse effect on scholarly communication in the United States.
>
> •replacing fair use with exclusive distribution rights will reduce the public's access to copyrighted materials resulting in damage to our nation's research and educational enterprises.
>
> •the transmission of information by electronic systems can improve distance learning and collaboration in research only if persons who engage in these important enterprises can afford to have free and ready access to needed information.
>
> •the present law allows libraries to reproduce and distribute one copy of a published work for research or preservation purposes. This principle should be retained whether the distribution is made by paper or by electronic means. If all information and knowledge transfer is commercialized, the long-standing ability of libraries to serve a public good will be diminished and our nation's research and educational programs will be similarly depreciated.

The fair use doctrine, as we know it today, has evolved over several centuries. It is not enough for government officials to say in public meetings that the doctrine should be retained. In any proposed legislation, that statement should be made explicitly and steps should be taken to show how fair use would be made operational in the digital environment.

Before Congress drafts new law, we urge that answers be found to the following questions:

> 1. What is the economic value of research and education conducted by institutions of higher learning? How will the proposed legislation affect this sector of the economy?
>
> 2. What will be the economic impact of the proposed policy on the cost of funded research?
>
> 3. How much more would college students pay for their educations if fair use did not exist?

---

[4]David and Foray, p. 92.

4. How much will the proposed transmission right add to the cost of distance education?

We believe that the potential for damage to our educational institutions and to our citizenry at large is sufficiently great for Congress to ensure that hearings on revisions of the copyright law should take into account the questions we have posed and should provide the necessary answers that will protect the public interest. Every American's right to access open information ("fair use") will expand our nation's boundaries of knowledge leading to a more creative and productive society.

February 7, 1996

Council on Library Resources

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NDLF Planning Task Force Begins Studies

The Planning Task Force of the National Digital Library Federation (NDLF) reviewed a number of subcommittee reports and decided on next steps during a two-day meeting in late January. The Task Force, composed of representatives of the 15 NDLF participants, has been charged with defining the technical conditions necessary to establish a collaboratively managed, physically distributed, not-for-profit repository of digital information in support of instruction and research.

The NDLF seeks to integrate the unique characteristics and capability of digital technologies with existing strengths of the nation's research libraries and institutions of higher education to provide convenient and affordable access to our intellectual and cultural heritage. [For background, see the June, July-August, October, and November-December 1995 issues of the newsletters.]

Areas for discussion included:

Discovery and Retrieval: To promote progress in working with the variety of information sources and content for a national digital library, as well as with the variety of access options — and to help resolve libraries' bibliographic history with new digital approaches — the subcommittee suggested setting up a home page to make NDLF activities visible to other groups and developing an inventory of digital library projects. Future projects will explore a number of metadata issues.

Interoperability: There is a need to identify priorities in the corporate community and to articulate the urgent requirements for the higher education community. The group agreed that interoperability is so connected to other topics that it can't be considered as a separate area of study.

Rights: Although the major issues are policy-related, the group agreed that the overarching principle for NDLF is the maximization of information access to scholars. It became clear that a well-defined taxonomy of resources and rights is essential.

Archiving: Three important issues for NDLF consideration that surfaced during investigations of the Task Force on Archiving of Digital Information are those of migration, certification of archives, and the fail-safe and/or rescue function. There are a number of opportunities for the NDLF and the DATF to jointly explore archiving and migration technical issues.

Economics: Traditional library costs are not well understood, infrastructure costs are not easily identified, and cost centers are shifting. The group recommended that subcommittee members be assigned different cost models for fuller explication and analysis, including separation of costs of content from access and maintenance services. There was general agreement that the NDLF objective is to federate institutional interests, rather than to create another entity.

Naming Conventions: A naming convention activity is underway at the Library of Congress, with an updated report available at http://lcweb.loc.gov/marc/naming.html. The group proposed a format-based project to test the interoperability of naming conventions.

The Task Force has set a regular schedule of meetings through June 1996, with the goal of producing a written plan for consideration by the NDLF Policy Board.

Digitizing Workshop for College Library Directors

The College Library Committee of the Commission on Preservation and Access is sponsoring a workshop titled "Digitizing Texts and Images: a Workshop for College Library Directors" to be held at the Conference Center of the College of Charleston, in Charleston, SC, on April 18-20, 1996. The speakers, who are leaders in this field, have tailored their talks to the needs of college library directors.

Directors who want to know more about digitization and those who are considering digitization projects have been invited to attend. Those with questions about the program or interest in participating are asked to contact Willis Bridegam, Committee chair, by email, webridegam@amherst.edu. The deadline for registration is March 22, 1996.

DIGITIZING TEXTS AND IMAGES PROGRAM

"Digital Image Quality: From Conversion to Presentation"
Anne R. Kenney, Associate Director, Department of Preservation and Conservation, Cornell University

"Preservation in the Digital World"
Paul Conway, Head, Preservation Department, Yale University Library

"Lessons Learned From Digitizing One Million Pages: The JSTOR Experience."
Randall Frank, Director of Information Technology for the College of Engineering and the School

"Selecting Digital Projects: Maximizing Value to the Community"
Todd Kelley, Librarian for Information Technology Initiatives, Milton S. Eisenhower Library, Johns Hopkins University

"Electronic Texts and Images on the Internet: Standards, Training, Costs, and Uses"
David M. Seaman, Director, Electronic Text Center, University of Virginia Library

"In the Interest of Access: The Role of the Commission on Preservation and Access"
Deanna Marcum, President, Commission on Preservation and Access and President, Council on Library Resources

Preservation Reading

Environmental Guidelines for the Storage of Paper Records, by William K. Wilson (1995).

Published by the National Information Standards Organization (NISO), this technical report addresses conditions for preserving printed materials from such damaging factors as temperature, relative humidity, exposure to light, gaseous contaminants, and particulates. In distinguishing between the best environment for human comfort and preservation requirements, the report contains recommendations for preservation methods with the materials' best interest in mind. An appendix includes information on environmental guidelines for library and archives environments; the effect of temperature and relative humidity, and air contaminants on records; the use and results of air conditioning in various climates; and a discussion of buildings and facilities. A glossary, bibliography, tables, and figures add to the report's comprehensive nature.

For information contact NISO at 4733 Bethesda Ave., Suite 300, Bethesda, MD 20814; Phone: (301) 654-2512; Fax (301) 654-1721; E-mail: nisohq@cni.org.

Canada *Cont. from p. 1*

the growth of their own preservation facilities and knowledge, whether at the mature stage of Ontario's Archives and University library, or the building stage of Alberta, where a major preservation initiative includes converting a warehouse into an archival depository.

Canada's commitment to maintaining preservation programs also is seen in its teaching and training programs. While noting the historical scarcity of training within Canada, the report points to a new wave of preservation education. Most recently, Canada has witnessed an upsurge of interest in the digital library. Some institutions are preserving printed materials electronically, while others are mounting a major effort to preserve electronic records.

Preservation Activities in Canada: A Unifying Theme in a Decentralised Country (February 1996) is available for $10.00. Prepayment is required, with checks in U.S. funds made payable to "The Commission on Preservation and Access." Commission sponsors receive all publications at no charge.

Brochure *Cont. from p. 1*

Commission for use at workshops and conferences and within institutions involved in preservation and access activities. Single copies are available at no charge by sending a SASE business envelope (#10) with 32-cents postage to Alex Mathews at Commission headquarters. Requests for multiple copies can be addressed to Maxine Sitts, Communication Program Officer (mksitts@cpa.org).

The Commission is improving its ability to communicate with constitutents by expanding its database to include phone, fax, and email information. You can help in this effort by providing this additional information. Submit your information, along with a copy of your mailing label, in one of three ways: fax to the attention of Vanessa Mueller at (202) 939-3407; email your information, including current address, to vmueller@cpa.org; or use the U.S. mail to send your mailing label and additional information.

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 88 APRIL 1996

Preservation in the Digital World

A new report from the Commission provides an intellectual rationale for maintaining the centrality of preservation concepts and ethics in an increasingly digital environment. *Preservation in the Digital World*, by Paul Conway, suggests that many of the basic tenets of preservation management can be applied in a highly technological environment, but that some long-held principles may no longer apply. The report considers where the accumulated knowledge and experience of preservation management may be most effective, and where it may be more difficult to affect change.

Today, the abundance of digital information is accompanied by an assumption that the ability to produce and preserve high-quality images will improve as the technology matures. However, those involved in digital imaging projects have learned that the technology, in and of itself, provides no simple solutions. Conway urges that preservation planning, management, and action be carried out at the highest level, since information in digital form is far more fragile than the clay and papyrus that have survived through centuries.

In making the case for a heightened role for preservation manage-

Cont. on p. 4, ***See Preservation***

Joint Testimony on Behalf of NEH Stresses Importance of Federal Role

As in past years, the Commission, the National Humanities Alliance, and the Association of Research Libraries recently provided joint testimony in support of funding for the National Endowment for the Humanities. Testimony focused on the importance of the federal role in promoting a variety of preservation programs nationwide, and on what would be lost to scholarship and to the American public if funding were reduced.

The complete text is available from the ARL web site: http://arl.cni.org/index.html URL gopher://arl.cni.org:70/00/other/nha/neh/neh.testimony

Excerpts from the Written Statement

On Fiscal Year 1997 Appropriations for the National Endowment for the Humanities

The National Endowment for the Humanities programs have been a catalyst in stimulating a national response to the preservation crisis....

At the March 6, 1996, House Interior Appropriations Subcommittee hearing, it was reported that budget reductions for preservation programs mean that 20,000 brittle books and 230,0000 newspaper pages will not be microfilmed this year. Over 900 archival and special collections of unique materials judged highly significant by U.S. institutions will not be preserved or made accessible, and 130,000 cultural objects identified as valuable and requiring preservation will continúe to languish, undocumented and unavailable for study. Perhaps even more far-reaching for the general public, nearly half the people who would have been trained in preservation skills and awareness will be excluded from regional education programs....

Reductions in the preservation program of NEH strongly affect not only the scholarly community, but all citizens concerned with our history on national, state, and local levels. As an example in purely practical terms, when the coordinators of a large, cooperative NEH-funded microfilming project learned that their three-year grant had been pared by one year, cultural and historical collections dealing with state histories of Georgia, Florida, Kentucky, North Carolina, and Tennessee had to be cut from the list of embrittled materials targeted for rescue. Some 37 percent of these collections, already identified as important for preservation microfilming, remain on shelves, slowly crumbling to dust....

The National Endowment for the Humanities, in cooperation with other organizations concerned about preservation of our intellectual and cultural heritage, has carefully developed all its preservation programs to reinforce and strengthen this nation's capacity to protect and revere its heritage—from the well-established ivy-covered columns of a great university, to a small town's historical archives, to a family attic with forgotten genealogical records and photographs.

We must recognize that libraries and archives cannot carry out nationally-valuable preservation efforts on their own. The leadership exercised by the National

Cont. on p. 2, ***See Excerts***

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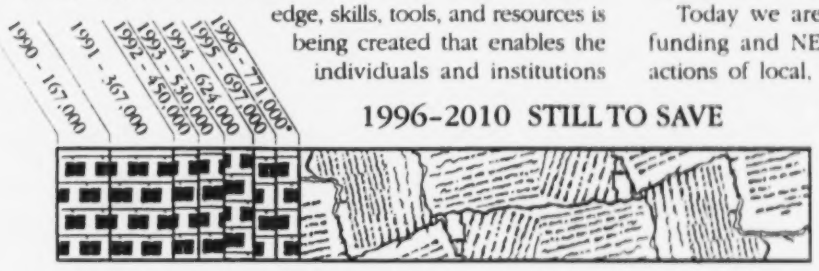
Excerts *Cont. from p. 1*

Endowment for the Humanities has meant that hundreds of individual efforts are leveraged and added to an overall nationwide program, rather than standing apart and redundant. This principle holds true whether the program is microfilming of brittle books and newspapers, training of preservation experts, or conserving of special materials. A shared body of knowledge, skills, tools, and resources is being created that enables the individuals and institutions that form our nation's preservation enterprise to move ahead with shared confidence and expertise.



*Below target due to decreased funds

In fact, NEH's brittle books program is being hailed by librarians as creating the first virtual library in the world that also happens to be a vital source for digital conversion. The brittle books collection exists in many locations, yet is accessible as an entity in national databases; when completed, it will rival the collections of many major research libraries in this country. "We owe it to present and future scholars (to say nothing of the taxpayers who foot the bill) to make it fully accessible to patrons as a complex collection with many uses and many points of access," states librarian Paul Conway, who challenges colleagues to move the brittle books literature into the digital arena. Only with the NEH's carefully conceived and well executed plan could such a vision be entertained as a reality, one-third of the way through the brittle books agenda....

Today we are seeing the widespread results of federal funding and NEH leadership in the myriad preservation actions of local, regional, state, and national organizations. The Division of Preservation and Access has stimulated participation and cooperation from universities; state, public and special libraries; historical societies; archives; and museums, often with matching financial support from local sources....

Rather than reduce funding to support these preservation activities, now is the time to strengthen NEH's investment in a program that is producing far more than Congress anticipated even nine short years ago. The thousands of contributors to nationwide preservation efforts energized and catalyzed by NEH are now on board, not only in producing the expected numbers of preserved items, but in helping plan and create new preservation options and services. This is the time for Congress to stay invested in a strong program that will document our nation's historical and cultural legacy.

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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information. The Commission is affiliated with the Council on Library Resources.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

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Preservation Microfilming Workshops Incorporate Digital Technologies

NEDCC, The Northeast Document Conservation Center, presented one of a series of three-day workshops on preservation microfilming last month at the University of Kentucky at Lexington. The programs, funded by the National Endowment for the Humanities, The Pew Charitable Trusts, and The H.W. Wilson Foundation, are designed to train project administrators in libraries, archives, and other research institutions to plan, implement, and manage filming projects. The workshops also present information on digital technologies and their role in hybrid systems. In addition, participants learn skills for planning preservation microfilming projects; for selecting materials for filming; for developing specifications; and for writing contracts with vendors.

Speakers at the Kentucky workshop included Susan Wrynn, Director of Reprographic Services at NEDCC; Andrew Raymond, Regional Advisory Officer, New York State Archives; Paul Conway, Head, Preservation Department, Sterling Memorial Library, Yale University; Lisa Fox Preservation Consultant; Bob Mottice, President of Mottice Micrographics Inc.; and Christina Craig, Coordinator, Preservation Microfilm Service, Southeastern Library Network.

Four more workshops are scheduled: May 13-15 in Sacramento, CA; June 10-12 in Las Cruces, NM; September 9-11, Chapel Hill, NC; and October 7-9, New York City. For more information or to register, contact Gail Pfeifle at the Northeast Document Conservation Center, (508) 470-1010; FAX (508) 475-6021.

Conservation Workshops Focus on Environment for Archival Records

CAHA, the Conservation Center for Art and Historic Artifacts, announces the following day-long workshops to be held in 1996, with the generous support of the National Endowment for the Humanities.

Instituting a Conservation Environment Monitoring Program

- March 11, at the New Jersey State Records Center, Ewing Township, Trenton, NJ. Co-sponsored by the New Jersey State Archives, Department of State, the New Jersey Caucus of the Mid-Atlantic Regional Archives Conference, and the New Jersey Historical Commission, Department of State.

- September 19, at the Virginia Historical Society, Richmond, VA. Co-sponsored by the Virginia Historical Society.

For both dates: Speaker: William P. Lull, principal and senior conservation environment consultant of Garrison/Lull Inc., Princeton Junction, NJ, and co-author of *Conservation Environment Guidelines for Libraries and Archives*

Have You Got the Blues? Architectural Records: Their Identification, Management, Storage, and Treatment

- June 3, at The Athenaeum of Philadelphia, Philadelphia, PA. Co-sponsored by The Athenaeum of Philadelphia.

Speakers: Lois Olcott Price, Conservator of Library Collections,Winterthur Library; Bruce Laverty, Gladys Brooks Curator of Architecture, The Athenaeum of Philadelphia; and Ann Craddock, Preservation Services Representative, Conservation Center for Art and Historic Artifacts

- October 4, at the Carnegie Museum of Art, Pittsburgh, PA. Co-sponsored by the Heinz Architectural Center, the Carnegie Museum of Art.

Speakers: Lois Olcott Price, Conservator of Library Collections,Winterthur Library; Dennis McFadden, Curator, the Heinz Architectural Center, the Carnegie Museum of Art; and Ann Craddock, Preservation Services Representative, Conservation Center for Art and Historic Artifacts

Fund-Raising: Capitalizing on Collections Care

Libraries, archives, museums, and other cultural institutions are expanding their fund-raising efforts as the current political climate causes uncertainty about the future of federal funding for cultural organizations, programs, and projects. "Capitalizing on Collections Care: A Fund-Raising Workshop," is being held throughout the U.S. to show how organizations can use their collections care programs to strengthen their development efforts and to target new funding sources, including the private sector and state and local governments. The National Institute for the Conservation of Cultural Property (NIC), Washington, DC, developed the project and is taking the workshop around the country.

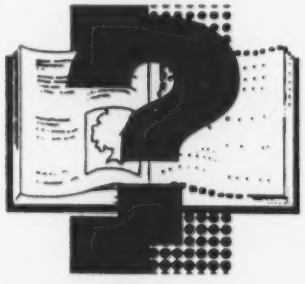
The full-day workshop demonstrates how institutions can incorporate preservation and conservation creatively into fund-raising activities, to benefit both the collections care program and the whole institution. Most recently, a diverse group of sponsors, several funded by the National Endowment for the Humanities, made the program possible in the Southwest. In addition to NIC, the sponsors were AMIGOS Bibliographic Council, Inc.; Preservation and Conservation Studies, Graduate School of Library and Information Science, University of Texas at Austin; the Harry Ransom Humanities Research Center; and the Texas Association of Museums.

For further information on the workshop, which will be given at a number of locations, contact Clare Hansen at NIC, phone (202) 625-1495 .

To Scan or Not to Scan: What are the Questions?

SOLINET, the Southeastern Library Network, is sponsoring a full-day preservation workshop May 1 on digitizing library and archival materials. It is designed to give participants the tools needed to make informed decisions about undertaking scanning projects. The workshop is funded as part of a grant from the National Endowment for the Humanities.

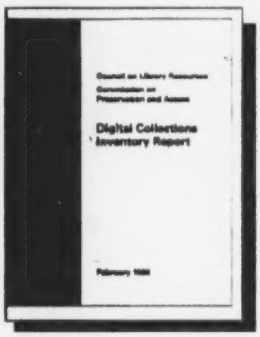
Morning events include two presentations: Anne Kenney, Associate Director for Preservation at Cornell, will discuss "Digital Imaging: A Theoretical and Technical Overview"; and Tom Hickerson, Director of the Division of Rare and Manuscript Collections and Co-Director of the Cornell Digital Access Coalition, will present "Exploring Models for Collaborative Development and Management of Digital Collections." Deanna Marcum, president of the Commission and the Council on Library Resources, will be the keynote speaker.



The afternoon will begin with a panel discussion: Representatives from Emory University, University of North Carolina at Chapel Hill, and University of Tennessee will present case studies on their institutions' scanning projects. Following the panel will be five facilitated break-out sessions: 1) Indexing, searching and retrieval; 2) Copyright and intellectual control; 3) Funding; 4) Implications for resource sharing—SOLINET's role; and 5) Outsourcing scanning. To register, contact Steve Eberhardt at 1-800-999-8558 ext 285. For more information, contact Julie Arnott at ext 256.

CLR/CPA Report Investigates Online Digital Collections Inventory

Cultural institutions and universities — as major collectors, organizers, preservers, and disseminators of information — represent one of the best sources of content for the emerging global information network. Recently, there has been a burst of activity in converting portions of collections into an electronic format accessible on the Internet. Several large electronic conversion projects and related initiatives intended to test and shape the new information infrastructure also are underway.



A new report, *Digital Collections Inventory Report*, describes a preliminary project undertaken by the Commission and the Council on Library Resources to determine how much digitizing of library collections was planned, underway, or completed. In what was a preliminary investigation, envisioned as the first among many, Patricia McClung addressed the question of how to keep abreast of what is available on the Internet and how to inventory what will be added.

For discussion purposes and to provide some coherence in a fluid information environment, digital image projects are grouped as:

- large projects featuring national literature, history, and/or politics;
- broad subject areas with significant activity such as law, literature, history, culture, and science and technology;
- special, archival and manuscript collections; and
- infrastructure projects and "lists of lists."

One section describes several significant projects aimed at defining and improving the existing infrastructure for online access to information. It also mentions noteworthy Web sites that lead to digital collections online. The report is being distributed by the Commission and Council to stimulate discussion and solicit further input on the potential usefulness, scope, and desired features of an online digital collections inventory. *Digital Collections Inventory Report* (64 pages, February 1996) is available for $20.00 from the Commission on Preservation and Access, 1400 16th Street NW, Washington, DC 20036. Commission sponsors receive publications at no charge.

Preservation *Cont. from p. 1*

ment, Conway argues that digital imaging technology is more than another reformatting option. Imaging, he states, involves transforming the very concept of format, rather than creating an accurate picture of a book, photograph, or map on a different medium. Thus, a digital world transforms traditional preservation concepts from protecting the physical integrity of the object to specifying the creation and maintenance of the object whose intellectual integrity is its primary characteristic.

During its development, the report sparked a number of in-depth discussions among preservation managers and technical specialists. The Commission trusts that with its dissemination, the report will stimulate even broader involvement as we explore together how to maintain the safety and accessibility of the world's historical and cultural heritage as far into the future as possible.

Preservation in the Digital World (24 pages, March 1996) is available for $15.00 from The Commission on Preservation and Access, 1400 16th Street NW, Suite 740, Washington, DC 20036-2117. Prepayment is required, with checks made payable to "Commission on Preservation and Access." Commission sponsors receive publications at no charge.

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The Commission on Preservation and Access

Ensuring Access to the Accumulated Human Record As Far Into the Future As Possible

Newsletter

NUMBER 89 MAY 1996

Commission Forms Scholarly Task Force on Hispanic Literary Heritage

Dr. Nicolás Kanellos, Director of the Recovering the U.S. Hispanic Literary Heritage Project at the University of Houston, has accepted an invitation to chair a new scholarly task force charged with articulating a strategy for identifying and preserving Hispanic materials in the United States. The eight-member task force has been asked to assess the preservation and access problems associated with U.S. Hispanic materials and recommend the policies and possible solutions that research libraries around the country could adopt in order to fulfill their role as stewards of the nation's collective cultural and intellectual heritages.

The task force is the first to be formed following the recommendations of a Commission report prepared by Gerald George, *Difficult Choices: How Can Scholars Help Save Endangered Research Resources?* (8/95, 24pp). The new group is expected to make recommendations that can be incorporated into a written report that will be widely distributed to the scholarly community, the research library and archival communities, and university administrators.

The first meeting of the task force is scheduled for early June. The names of task force members will be announced as soon as invitations to join the group have been accepted.

Filming Underway for Documentary

Production of a major documentary film/video on the management and preservation of information in the electronic age began this month as a collaborative project of the American Council of Learned Societies and the Commission. The documentary, to be prepared as a one-hour broadcast film and a 30-minute video, has received funding from The National Endowment for the Humanities, Xerox Corporation, and Alfred P. Sloan Foundation. (See the January 1996 newsletter for background.)

Filmmaker Terry Sanders, producer and director, started filming after a series of research visits to higher education officials and technology experts. Sanders, president of the American Film Foundation, most recently produced the 1995 Academy Award-winning feature documentary *Maya Lin: A Strong Clear Vision*. Sanders was co-founder and associate dean of the Film School of California Institute of the Arts and has been a visiting professor of film production at the University of California, Los Angeles.

With the working title *Into the Future...*, the documentary is about the human record — the cumulative accounts of individual lives, ideas, knowledge and events — and how a new and important component of that record, digitized information, might best be gathered, preserved and made accessible. The film steering committee

Cont. on p. 4, ***See Film***

Commission to Explore New Science Research Agenda

The Commission's preservation science research initiative, first established in 1990, has begun a new phase of deliberation to develop an agenda to support preservation management in a changing environment. This new exploratory work of the Preservation Science Council is being funded by the William and Flora Hewlett Foundation.

The Preservation Science Council (PSC), composed of scientists and preservation administrators, will be meeting July 31 - August 2. Between now and then, ideas for new research will be gathered and prioritized. It has been more than two years since the PSC completed its initial series of meetings, which resulted in descriptions of the six highest priority projects and the development of several management tools.

This year, the PSC will re-examine its previous work in light of changing priorities, tight budgets, and divergent opinions about the direction of the preservation field. In this evolving environment, the group expects to set a new course for preservation research that reflects today's needs. Normally, very few opportunities exist for direct interaction between consumers and producers of research. The PSC has

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Library of Congress Issues RFP to Digitize Microfilm

The Library of Congress on January 31 issued a request for proposals (RFP) to digitize portions of its retrospective 35mm microfilm collection as part of its National Digital Library Program (NDLP). The project may extend up to 5 years and create 700,000 to 1.5 million digital images.

The project will digitize a wide variety of microfilmed materials, including printed sheet music, books, periodicals, and manuscript collections that include U.S. Presidents' papers and early Congressional documents. The selection of these materials reflects the NDLP's overall goal of providing access to the unique holdings of the Library of Congress.

The RFP alerts potential offerors to complications that may arise in seeking to achieve high-volume scanning production with microfilm created over a period of almost 50 years. The film included in the project was produced from 1950, when preparation and bibliographic practices were often cursory, through 1994, by which time such practices were subject to rigorous standards and guidelines. Due to the many formats that were filmed and the diverse filming practices used during that half-century, the film exhibits variation in quality, resolution, tonality, reduction ratios, and orientation. Thus, the RFP anticipates vendors may encounter special difficulties in image cropping, rotation, changes in resolution, and deskewing, as well as in dealing with targets, unevenly spaced frames, and segmented images (as happens when large documents such as maps are filmed in sections).The RFP requires production of digital images that can be electronically stored, displayed, and distributed, but also outlines quality specifications designed to ensure they can be printed readily.

Finding aids and other bibliographic information are being developed by the Library to be used with the scanned images. The RFP calls for the successful vendor to provide a file naming structure that will underpin the navigation mechanisms that will be used for access to the materials. While many institutions build access tools in a step separate from the scanning process, the LC project envisions combining them so that, when the images are loaded into the Library's retrieval system, they will link to bibliographic records or finding aids.

Judging from the list of vendors that attended the February 15 Preproposal Conference, interest in the project appears high. Proposals were due March 19. It is likely that there will be a lengthy period of evaluation and discussion with qualified offerors, with the possibility of an award in the summer.

Copies of the RFP are available, while supplies last, from: The Library of Congress, Contracts and Logistics Service, 1701 Brightseat Road, Landover, MD 20785. Requests must reference RFP96-5.

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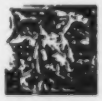

NEW ON THE WWW

Names of Commission Sponsors

The names of Commission sponsors have been added to the Commission's Web pages.

Web site http://www-cpa.stanford.edu/cpa/sponsors.html

European Commission on Preservation and Access (ECPA)

The European Commission on Preservation and Access has established the European Preservation Information Center (EPIC) on the World Wide Web at http://www.library.knaw.nl/epic/ecpatex/home.htm

Guide to CD Care

A guide to CD care has been made available on the Kodak web site. The guide talks about both long-term aging and catastrophic failure. Kodak intends to publish the guide in paper format, but wanted to first provide the virtual version on the web. Contents of "Permanence, Care, and Handling of CDs" include discussions of how long CD's can last, safe handling, and storage conditions, as well as CD permanence in perspective.

Web site http://www.Kodak.com/daiHome/techInfo/permanence.shtml.

The document also can be obtained by beginning with the Commission's Web page and then linking to CoOL's Electronic Media page.

Preservation Science Research

The preservation science research initiative now has its own page on the Commission's World Wide Web site. The site will report on the agenda for 1996-1997 as it develops and provides for feedback and comments to the Preservation Science Council and Program Officer Maxine K. Sitts.

Web site http://www-cpa.stanford.edu/cpa/science/sci.html

Brazil Translation and Training Project Moves Forward

Work is well underway to translate a core body of preservation literature into Portuguese. A group of Brazilian librarians, archivists, curators, and conservators in 1995 identified English-language publications that addressed important Brazilian concerns and that could be applied readily in cultural institutions. The group chose articles and leaflets on subjects ranging from planning and selection to book repair, pest management, and digitization.

To date, ten translations are nearly completed. By the end of the project, over thirty publications will be translated.

The Commission undertook to obtain translation permissions, and U.S. publishers such as the American Library Association, American Institute for Conservation, Association of Research Libraries, Northeast Document Conservation Center, and Society of American Archivists have been most generous in authorizing use of their publications in the project.

The publications are an important building block in establishing more effective preservation programs in Brazil. They also will be used in the second phase of the project, in which five week-long seminars will be conducted regionally to train about 70 librarians and archivists in preservation management.

The need for current technical information and trained preservation managers was deemed critical in advancing preservation within Brazil, and resulted in the development of this project by Ingrid Beck (National Archives) and Solange Zúñiga (National Foundation of Arts). The highly collaborative project involves an alliance of over 13 major cultural institutions in Brazil. The Getulio Vargas Foundation is administering the project in cooperation with the Commission under a grant from The Andrew W. Mellon Foundation. For background, see the February 1996 newsletter (no. 86).

European Commission Draws 30 Nations to Leipzig

The first major conference of the European Commission on Preservation and Access (ECPA) did much to raise the profile of preservation and of the ECPA and to build awareness of the need for international cooperation and coordination. The conference, *Choosing to Preserve*, took place March 29-30 in Leipzig, Germany, and was co-organized by Die Deutsche Bibliothek Frankfurt/Leipzig.

The 160 participants came from 30 countries throughout Europe, including good representation from Central and Eastern Europe. In addition to librarians, archivists, and curators, participants included scholars, academic administrators, publishers, and representatives from the commercial sector. There also were at least 4 representatives from governmental bodies present, from Ministries of Culture, Education, and Science, and the like.

At this early stage in its development, the ECPA focused the conference on education and awareness-building more than on charting specific action strategies. To move forward, the ECPA must get preservation onto the agendas of multiple political bodies in vastly disparate countries. One objective of the conference — to establish some common ground — was realized when participants discovered they were facing the same type of problems. Another priority for the organization and for this conference was to cultivate scholarly involvement, and models developed by the Commission in the United States appear useful.

The conference garnered considerable attention in the press. Several lengthy articles appeared in Leipzig and regional newspapers before the conference, and a press conference afterwards was well attended. Journalists asked the basic questions — "What is the problem?" "What caused it?" "When did it begin?" "Why does it matter?" — that can lay a foundation for further work with the media.

After the conference, a delegation of the Commission in the U.S. met with the ECPA Board. A strong partnership between the two organizations promises to offer many opportunities to expand international access to scholarly resources.

For background, see the March 1995 (no. 76) and January 1996 (no. 85) newsletters.

The Netherlands Releases Mass Deacidification Report

A study entitled *Deacidification of Books and Archival Materials with the Battelle Process* provides an independent insight into the effectiveness of this mass deacidification system. The February 1996 report from the National Preservation Office of the Netherlands (CNC) describes the aims of the study, background of the Battelle treatment, and materials tested, focusing primarily on the results of the study. In distributing the report, CNC Secretary Hans Jansen notes, "As a conclusion of this research we can say that using the Battelle process appears to result in a positive contribution to the durability of the paper, both in books and in archival materials. However, despite this positive comment it can be concluded that the Battelle process suffers from a number of shortcomings which can obstruct a large-scale application."

The study was conducted by John Havermans and Ronald van Deventer of the TNO Centre for Paper & Board Research, and Sophia Pauk and Henk Porck of the National Library of the Netherlands. The report is available (CNC-publication no.9) from: secretariaat GNCp/a Prins Willem-Alexanderh of 5, Postbus 90407, 2509 LK Den Haag.

The European Commission on Preservation and Access has contracted with Dr. Porck for a report an all mass deacidification processes.

Film *Cont. from p. 1*

provided this rationale for such a documentary at this point in history:

> For centuries, the elements of the human record, while great in number, were relatively few in kind: man-made structures, manufactured utilitarian items, works of art and other artifacts reflecting individual creativity, and the written records of experiences, discoveries, and imagination found in unique manuscripts or published in books and journals. By and large, these elements of the record of the past are tangible — they can be touched, studied directly, copied, compared, and (in some cases) cared about. In recent years, and with visible success, serious attention has been given to the preservation and accessibility of much of this inheritance.
>
> The future form of much of the record of human activity is rapidly changing because of the development of computers and dramatic innovation in telecommunications, including the Internet and the World Wide Web. Much information is now stored, manipulated and distributed as electric charges or bursts of light rather than as print on paper. The sheer quantity of digitized information now being generated and the great speed with which it is being processed and distributed have transformed social processes, commercial enterprises, and, in yet uncertain ways, all of teaching and learning.

Into the Future... will open such issues for consideration by a wide audience. The hour-long film will be developed for presentation on prime time national public television. Videotapes will be distributed to provide a base for discussion in many settings, including colleges and universities, boardrooms, libraries and government. Multi-language translations of the program will be available for use around the world.

Film Steering Committee

Patricia Battin, Consultant
Douglas Greenberg, President and Director Chicago Historical Society
Stanley Katz, President, American Council of Learned Societies
Peter Lyman, University Librarian, University of California, Berkeley
Deanna B. Marcum, President, Commission on Preservation and Access, Council on Library Resources
Terry Sanders, American Film Foundation

Not all Commission reports are distributed free-of-charge to everyone who receives this newsletter. Sponsors and key contacts will continue to receive all reports at no cost. Others can use the Order Form, available via mail or fax from the Communication Program, or on the Commission's World Wide Web site (see page two).

Agenda *Cont. from p. 1*

realized that its composition, coherence and shared perspective make it uniquely able to construct a prioritized and achievable research agenda for preservation.

The problem is never a shortage of topics for research. The true difficulty is to identify and refine those research ideas that have the most practical value to preservation, yet are scientifically valid and have a reasonable chance of being done. Included in the latter criterion is the simple fact that laboratories must exist which have the capability and willingness to do the projects. Among the research ideas which the PSC might explore are:

- how best to lengthen collection life by use of scientific environmental control schemes,
- how best to use low-temperature storage for tape and films,
- what studies could be done on optical and magnetic media life, and
- what can be determined about the life expectancy of modern printing and writing papers.

Other ideas for consideration can be addressed to Program Officer Maxine Sitts at the Commission (Email - mksitts@cpa.org) or Science Advisor James Reilly, Director, Image Permanence Institute, Rochester Institute of Technology, PO Box 9887, Rochester, NY 14623-0887 (Email - jmrpph@rit.edu).

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The Commission on Preservation and Access

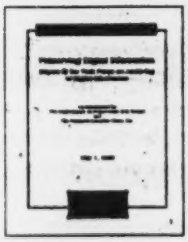
Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 90 JUNE 1996

Final DATF Report Proposes Strategies for Digital Archiving

"Nasty, brutish, and short."



Preserving Digital Information, the final report of the Task Force on Archiving of Digital Information, recognizes that these adjectives, borrowed from Hobbes, could characterize the life of digital information unless the creators and custodians of that information exercise responsible stewardship.

The task force conducted an intensive exploration of issues involved in the long-term preservation of digital information and concluded by recommending specific actions that the Commission on Preservation and Access, the Research Libraries Group, Inc. (RLG), and other organizations could undertake to help develop reliable systems for preserving access to digital information. Donald Waters, Yale University, and John Garrett, CyberVillages Corporation, co-chaired the task force.

The Commission and RLG jointly constituted the task force in December 1994 to investigate the means of ensuring continued access indefinitely into the future of records stored in digital electronic form. The Task Force issued a draft report in August 1995 and solicited comments, which have been incorporated into this final version.

Although much work is being done to digitize textual and other analog documents, the task force focused its work on materials already in digital form — that is, those for which no hard copy original exists and which are thus fully vulnerable to media deterioration and technological obsolescence.

A considerable portion of the report — and the section that differs most significantly from the August 1995 draft — explores the nature of "information objects in the digital landscape." For readers steeped in the analog and largely textual tradition, the careful analysis of the nature of digital information is particularly instructive. It provides a useful tutorial on subtler issues involved in preserving the content, fixity, reference, provenance, and context of digital files. Both the mechanisms for and the costs of migration will be markedly different for complex information objects — such as geographic information systems (GIS), evolving databases such as those created in the Human Genome Project, and full motion video — than for comparatively simple files of text and data. The analysis makes clear that preservation of digital information is not simply a matter

Cont. on p. 2, See DATF

Commission Board Elects Chodorow as New Chairman

Stanley A. Chodorow, Provost of the University of Pennsylvania, will become the new chairman of the Commission. A medieval historian, Chodorow has continued to teach and do research during his tenure as the chief academic officer of the University of Pennsylvania. The Board elected Chodorow at its May 10, 1996, meeting. He joined the Commission in 1995 and will begin his term as chairman in the fall.

Chodorow succeeds Billy E. Frye, who served as chairman since the Commission's founding and was instrumental in helping shape an agenda for preservation and access as an integral activity of higher education. He will be recognized at the Annual Meeting this fall for his many contributions.

Commission and Council Boards Confirm Merger

The Boards of the Commission and the Council on Library Resources confirmed their plans for an administrative merger at their respective meetings May 10 and April 23, 1996. Citing the success of the affiliation that began one year ago, the two Boards agreed to proceed with the merger and to hold a first cojoint meeting in the fall of 1996. Program activities and initiatives will be continued without change or interruption. Sponsorship of the Commission will continue to support preservation and access activities and programs.

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DATF Cont. from p. 1

of "refreshing" data or of copying it onto new media or formats, but entails a whole nexus of migration issues if the information is to retain its usefulness.

As in the draft report, the final report recommends creation of a distributed structure for collecting digital information resources, protecting their integrity over the long term and retaining them for future use. This objective would be achieved by developing a national system of digital archives, comprised of some existing libraries and archives, along with corporations, federations and consortia ranging over regional, national and international boundaries.

The task force proposes that there be a system by which digital archives would be independently certified. The report does not advance particular models, but urges interested stakeholders to develop the standards and criteria for certification to assure that a digital archive will provide secure storage and access for the long term. Certified digital archives would have a "fail-safe" mechanism, a safety net to ensure long-term access to at least one instantiation of any valued digital information object, which would give them the legal right to take aggressive steps to save culturally significant digital information at risk of being inadvertently lost or intentionally destroyed.

...the significant challenges ... are not so much organizational or technological as legal and economic.

In addition to the distributed system of digital archives, the task force proposes it may be feasible and cost-effective to develop processing centers that specialize in migration and reformatting of obsolete materials. Such centers, or even a national lab for digital preservation modeled after the National Media Laboratory, might maintain older versions of hardware and software and provide software emulators that would allow users to read and view digital information with the same "look and feel" as the digital original.

The task force concludes that the significant challenges in preserving digital information are not so much organizational or technological as legal and economic. That is, key issues to be explored relate especially to intellectual property rights and the question of who pays for the storage of and access to digital information.

The proposed system of certified digital archives and the analysis of related intellectual property rights are based on the task force's premise that the U.S. has an important policy goal of ensuring the progress of the arts and sciences. In the absence of legal rights, the report warns, preservation of the nation's digitally encoded social, economic, cultural and intellectual heritage would likely be overly dependent on marketplace forces rather than on public interest criteria.

The report includes an analysis of the costs of storage and access in digital archives and in traditional depository libraries. It questions the assertion that declining technology costs will make cheap storage and easy access uniquely available in the digital environment.

Among the recommendations:

- Solicit proposals for a cooperative project to place information objects from the early digital age into trust for use by future generations.
- Secure funding for proposals to advance digital archives, particularly with respect to removing legal and economic barriers.
- Foster practical experiments or demonstration projects in the archival application of technologies and services.
- Coordinate organizations and individuals in the development of standards, criteria and mechanisms for identifying and certifying repositories of digital information as archives.
- Engage actively in national policy efforts to design and develop the national information infrastructure to ensure that longevity of information is an explicit goal.
- Sponsor the development of a white paper on the foundations needed in intellectual property law to support the aggressive rescue of endangered digital information.
- Organize representatives of professional societies in a series of forums designed to elicit creative thinking about the means of creating and financing digital archives of specific bodies of information.
- Commission follow-on case studies of digital archiving to identify current best practices and to benchmark costs:

Preserving Digital Information, Report of the Task Force on Archiving of Digital Information, is available for $15.00 (prepayment required) from the Commission, and on RLG's web site: http://www.rlg.org.

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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information. The Commission is affiliated with the Council on Library Resources.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

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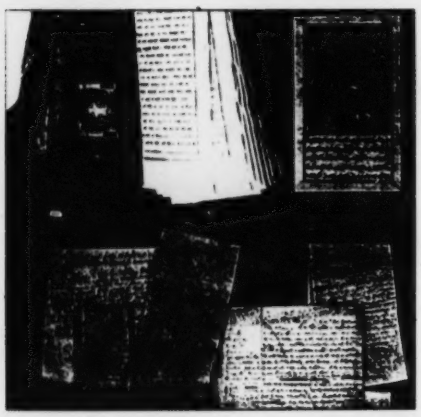
UNESCO Issues Preservation Guidelines

UNESCO (the United Nations Educational, Scientific and Cultural Organization) has taken another step to advance the worldwide preservation effort with the publication of *Memory of the World: General Guidelines to Safeguard Documentary Heritage*. The document outlines UNESCO's Memory of the World Programme, established in 1992 to identify and preserve the world's most significant materials of documentary heritage. The report was prepared in English, with translations in Arabic, Chinese, French, Russian, and Spanish. For background on the Memory of the World Programme, see the July/August 1995 (no. 81) and April 1994 (no. 66) newsletters.



While a significant portion of the *Guidelines* deals with administrative issues such as organizational structure and nomination procedures, it may also serve as an educational tool, especially in countries where preservation awareness and expertise are not yet widespread. The document calls attention to the wide panoply of issues ranging from environmental control, storage, and handling to binding, reformatting, and conservation. It urges custodians to develop rational plans for preservation management of entire holdings and calls for development of expanded training opportunities, bibliographic and archival control systems, and technical standards.

The Programme views reformatting — and especially digitization — as a key strategy for increasing awareness of and access to significant documentary heritage. *Guidelines* lauds the "enormous access opportunities provided by digital technologies," but also notes the anticipated short life expectancies of digital files. A Subcommittee on Technology has been established, and an appendix lists its recommendations for digitization of texts, sound, and still and moving images. The guidelines presume that "digital storage provides the means of preserving the information in an undistorted form for millennia," and the Subcommittee on Technology recognizes further discussion of its specific recommendations.

Memory of the World: General Guidelines to Safeguard Documentary Heritage is available from UNESCO, Division of the General Information Programme, 1 rue Miollis, 75732 Paris Cedex 15 France.

Update on Seville Project - Maintenance and Migration Issues

The Archivo General de Indias (Seville, Spain) has completed the initial phase of its project to scan 9 to 11 million documents (pages) to form the core of a massive image database for scholarly research. As it moves into the operational phase, the Archivo is confronting issues of maintenance and distribution of the digital files. Staff of the Archivo discussed accomplishments and prospects during a recent visit by Hans Rütimann, Commission International Program Officer.

The Archivo collection includes some 45 million documents and 7,000 maps and blueprints that record Spain's role in the Americas from the 15th through 19th centuries. From this collection, the Archivo selected for digitization the 10% of its materials that account for 40% of the research use. (For background, see *Computerization Project of the Archivo General de Indias, Seville, Spain*, by Hans Rütimann and M. Stuart Lynn, published by the Commission in March 1992.)

Project staff used flat-bed scanners to digitize the documents at a resolution of 100 dots per inch. In its next phase, the Archivo will use digital cameras instead of flat-bed scanners to reduce wear and tear on old and fragile items.

Now coming to the fore are issues related to hardware and software obsolescence and the migration of data onto newer platforms. Most obviously, this move is required because of the phase-out of the 5 1/4-inch WORM (Write-Once-Read-Many) disk format. The Archivo's files are stored on about 7,000 of these disks, and migrating them to CD-ROM may increase significantly the number of disks required. The Archivo also is addressing problems in mapping files from one system to another, particularly when proprietary software has been used.

Currently, the digital files are available only at the Archivo. Various distribution mechanisms — including distribution on CD or through a "mirror site" at which a subset of the files could be mounted — are being discussed in tandem with intellectual property concerns. Charles Faulhaber, Director of the Bancroft Library at the University of California, Berkeley, accompanied Rütimann to discuss possible collaboration.

The Archivo is not alone in grappling with these issues of rapidly changing technology, a paucity of standards, distribution, and intellectual property, but it is further into production than many other organizations. Similar questions are under consideration by the National Digital Library Federation.

The Commission is working to include the Archivo in the filming of *Into the Future*, the documentary being produced on the management and preservation of information in the electronic environment. For background on the production, see the May 1996 (no. 89) newsletter.

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Task Force on Hispanic Resources Announced

The Commission has finalized the membership of the scholarly task force charged to articulate a strategy for identifying and preserving Hispanic materials in the U.S. (For background, see the May 1996 newsletter, No. 89). The following have accepted appointment:

Lynn Ellen Rice Cortina, Project Coordinator, Recovering the U.S. Hispanic Literary Heritage Project, University of Houston

Laura Gutiérrez-Witt, Head Librarian, Benson Latin American Collection, General Libraries, University of Texas at Austin

(Chair) Nicolás Kanellos, Director, Recovering the U.S. Hispanic Literary Heritage Project, University of Houston

Clara A. Lomas, Associate Professor, Department of Romance Languages, Colorado College

Helvetia Martell, Research Coordinator, Recovering the U.S. Hispanic Literary Heritage Project, University of Houston

Nélida Pérez, Director, Centro Library and Archives, Centro de Estudios Puertorriqueños, Hunter College

Gerald E. Poyo, O'Connor Chair in Spanish Colonial History of Texas, St. Mary's University

Roberto G. Trujillo, Curator for Mexican, Mexican American, and Iberian Collections, Stanford University Libraries

Preservation Display at the Library of Congress

The Commission participated in the first Library of Congress Preservation: Awareness Workshop in April 1996, jointly sponsored by the Center for the Book and the Preservation Directorate. The workshop, open to the public and well attended, was a highlight of the Library's celebration of National Library Week.

The Commission displayed its brittle book exhibit, which dramatizes the problem of crumbling books in a graphic way. An eye-catching exhibit, it drew many comments from attenders, other exhibitors and LC employees on how successfully and frighteningly it presents the dilemmas associated with brittle books. This display can be provided by the Commission for a $100 fee. The fee is waived for Commission sponsors. The requesting organization pays all shipping costs, which normally range from $85 to $100.

— Reported by Alex Matheus (amatheus@cpa.org), contact for exhibit loans

NDLF Planning Task Force Establishes Website

In late May, members of the Planning Task Force of the National Digital Library Federation discussed subcommittee final reports that will be presented to the Policy Board this month. The recommendations of the task force will be announced on a new Website established to report on NDLF progress. The Website, developed and maintained by the Library of Congress, can be visited at the following address: http://lcweb.loc.gov/loc/ndlf/.

For background on this initiative, see the Commission newsletters of March 1996, and of June, July-August, October, and November-December 1995.

The Commission distributes this newsletter at no charge to a selective list of 1,600 organizations and individuals around the world. Subscriptions are limited to key constituencies working to preserve and provide enduring access to the historical and cultural heritage.

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 91 JULY–AUGUST 1996

Planning Task Force Recommends NDLF Leadership Roles

The National Digital Library Federation Policy Board stated in October 1995 that the construction of a national digital library must respect and accommodate local decision making at each institution, while also identifying and endorsing processes and standards necessary for a coherent network of scholarly information resources and services. The NDLF Planning Task Force has found in its deliberations since that time that an organization founded on these principles of federation is not only feasible and compelling, but imperative to ensure the affordable and beneficial use of digital technologies by the higher education community.

The task force found that much of the technology that would facilitate a federated approach to a national digital library is either already available or well advanced in the process of development. However, if individual work is to contribute to a greater whole — to the construction of a national digital library — it will need to be based on a set of common structures and protocols.

In their report to the Policy Board, the task force identified three areas where the research library community can exert leadership.

Discovery and Retrieval. The heterogeneity of the information available in digital form — different data structures, search engines, vocabularies for access — significantly challenges users in their ability to identify and retrieve needed information. To lower the barriers to access for these heterogeneous materials and to provide cross-collection search capability, the task force has charted a multi-step course of action.

First, a pilot effort is underway to build a model for "institutional gateways" to digital collections, which will allow the aggregation and browsing of digital information by categories of material (e.g., journals, special collection materials, spatial data). These pilot gateways are currently accessible via the Federation home page on the World Wide Web.

Second, to build on this initial step, the Federation should explore adding functionality to the World Wide Web gateways through the incorporation of Internet indexing tools for the Web space of Federation participants.

Third, the Federation needs to develop more formal database support for cross-collection search capability. There are a variety of possible database solutions, including the use of SGML (standard generalized markup

Cont. on p. 2, ***See Task Force***

Yale Project Addresses Archiving Concerns

A contract from the Commission will support a pilot project on the preservation of digital information in Yale University's Social Science Data Archive. The project employs a two-pronged preservation strategy of migrating digital files and digitizing related paper records for enhanced access. *Preserving Digital Information*, the final report of the Task Force on Archiving of Digital Information (DATF), recommended that the Commission support follow-on studies to establish best practices and to benchmark costs for archiving digital files. The project embodies a substantive and early response to those recommendations.

The final report of the Task Force on Archiving of Digital Information recommended that the Commission support follow-on studies to establish best practices and benchmark costs for archiving digital files.

The Yale University Library, one of the first academic libraries to form a collection of machine-readable data, began collecting numeric data in 1972. The collection includes materials from the Roper Center for Public Opinion Research, whose data files provide a record of public opinion research in the U.S. from 1935 to the present, along with surveys conducted abroad since the 1940s.

Over the years, Yale has copied its data from one form of digital storage to another as mainframe computer technology has dictated. The copying of data, while labor-intensive, was straightforward in creating exact logical

Cont. on p. 4, ***See Yale***

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Task Force *Cont. from p. 1*

language), but perhaps the most important issue is for institutions to agree to guidelines for the use of a minimal set of metadata elements in a portable form. These metadata should build on existing efforts. The elements need to be mapped to MARC or other record formats as desired. They must incorporate naming conventions for digital objects, and they should include descriptive attributes for other infrastructure elements, such as rights and archival status.

Intellectual Property Rights and Economic Models. Since most of the technical requirements for the management of intellectual property rights are now — or will shortly become — available, the Federation should concentrate on putting in place a clear and articulate rights policy to regulate rights relationships among Federation institutions. Such a policy will have the effect of organizing common access to digital objects and create incentives for institutions to make digital objects they hold readily accessible via the infrastructure. The principles that the task force has considered to underlie an effective rights policy and which it recommends for further investigation and testing include the following:

- Maximize scholarly access to digital objects, the intellectual property rights of which are vested with the local institution; avoid or keep to a minimum interinstitutional charges for access to those objects.
- Work together and with other partners to influence intellectual property right legislation and the rights policies at individual institutions; take aggressive action to preserve fair use rights; ensure that scholars are aware that the Federation infrastructure provides them with an opportunity to explore alternative methods of scholarly publishing.
- Monitor and, when possible, participate in groups and projects, such as the Common Solutions Group and the Mellon-funded publishing projects, that are creating technologies affecting rights management.

A further policy element is how rights to intellectual property affect the economic relationships needed to support the creation, accessibility and maintenance of content in digital form. The Planning Task Force sees the development of the Federation as an opportunity to begin defining and resolving the issues involved in the interaction of rights management and economic organization. The economic issues that most affect the possible future of the Federation and interact directly with the principles of rights management include the need to:

- establish models of collaborative funding within the research and learning community;
- create pools of investment capital to support the development of content, access structures and preservation mechanisms;
- define and rationalize the costs of digital access and preservation; and
- create revenue streams that recoup development costs, cover ongoing costs and provide incentives for institutions to share and distribute content.

Archiving of Digital Information. Perhaps the greatest test of adherence

Cont. on p. 3, ***See Task Force***

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What's New on the Web

As described in the article, "Planning Task Force Recommends NDLF Leadership Roles," pilot institutional gateways to digital collections are accessible via the Federation home page: http://lcweb.loc.gov/loc/ndlf/.

At the Commission's Web site, you can quickly link to the names of Commission sponsors, the Publication List, and electronic mail to staff. Direct links have been added to the top of the home page. A catalog with descriptions of Commission publications is being added to the site.

The Commission Web pages are maintained at Stanford University. During May, Stanford logged the following statistics:

Analyzed requests from May 1, 1996 to May 31, 1996

Total completed requests: 12,851
Average completed requests per day: 415
Number of distinct files requested: 326
Number of distinct hosts served: 4,452
Number of new hosts served in last 7 days: 911

We welcome corrections and suggestions regarding the Web site. Please contact Maxine Sitts, mksitts@cpa.org.

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Task Force *Cont. from p. 2*

to the goal of creating a national digital library is a commitment to preserve culturally significant digital information as part of the national heritage. The Federation can foster and facilitate a commitment to digital archiving in at least three ways.

First, it can assist in the development of the legal foundations for digital archiving. In the development of its rights management policy, the Federation can help ensure that a common feature of purchase agreements and licenses for digital information is clarity about whether the information will be archived and which party has archival rights and responsibilities. The Federation should also have an interest in defining the archival fail-safe mechanism for which the Task Force on Archiving of Digital Information called in its recently issued final report.

Second, the Federation can encourage digital archiving by providing, in its metadata work, a mechanism and clear guidelines for institutions to declare the level of commitment to archiving the material they have made available through Federation means.

Third, the Federation can recognize that the prospects of migrating digital information into the future are today more promising and economical for some kinds of materials than for others. To the extent that the Federation helps institutions discriminate among digital materials by the ability to migrate them and develops corresponding guidelines and best practices for digital materials, then it assists in the creation of a trustworthy or, in the words of the report of the Task Force on Archiving of Digital Information, a "certified" process for preserving digital information.

The Policy Board has taken the recommendations of the task force under advisement and is considering how this work can be supported and continued. Meanwhile, the Commission and Council have announced contracts that address some of the areas (see articles in this newsletter). For background see newsletters of March and June of 1996, and June, July-August, October, November-December of 1995. See also the NDLF Web site, http://lcweb.loc.gov/loc/ndlf/.

New Sponsors

Northeastern University (Boston, MA) and the Southeastern Library Network, Inc. (SOLINET, Atlanta, GA) have committed as sponsors of the Commission for the next three years. Their support brings to 64 the number of organizations working with the Commission to develop collaborative solutions to preservation and access challenges on a national and international scale.

Says Commission President Deanna Marcum, "The participation of our sponsors is absolutely essential if we are to continue to provide the caliber of programs and products we have developed and made freely available over the past eight years."

Sponsors receive complimentary copies of all Commission publications. A brochure detailing the benefits of sponsorship is available from the Commission.

Cornell, Michigan to Expand Making of America Project

Cornell University and the University of Michigan, participants in the National Digital Library Federation (NDLF), will begin an expanded phase of the Making of America project at a two-day meeting supported by a contract from the Commission. The meeting is likely to launch the first substantive demonstration project of the NDLF.

Making of America is a multi-institutional project to preserve and make accessible through digital technology a significant body of thematically related sources on the history of America between 1850 and 1950. It is envisioned as a phased effort, focusing on an array of themes and historical epochs that support the building of coherent collection segments at cooperating institutions. With support from The Andrew W. Mellon Foundation in the pilot phase, Cornell and Michigan are selecting, scanning, and providing online access to 5,000 monographs and journal volumes that document 19th-century America. The pilot phase involved Cornell and Michigan; the next phase will include additional NDLF institutions.

At the meeting, two senior representatives from each invited institution will consider key issues raised in multi-institutional efforts to share digital resources: interoperability, technical standards, intellectual property rights, and others. Participants will address such specific matters as:

- the object and products of the second phase
- incentives for participation
- sources of funding
- revisions needed to move beyond the pilot phase
- mechanisms to ensure an appropriate and effective level of interoperability for a distributed digital collection
- technical and structural issues including conversion of color and non-published materials, naming conventions, security, and metadata
- principles and strategies for selection of materials
- promotion, user instruction, and user feedback
- methods and responsibilities for long-term archiving, and the potential to test or implement recommendations of the CPA/RLG Task Force on Archiving of Digital Information.

Commission/CLR Contract to Support Electronic Licenses Tool

A contract awarded jointly by the Commission and the Council on Library Resources is supporting an 8-month project at Yale University to develop an online tool to help academic libraries negotiate license agreements with providers of electronic resources. The tool will help those dealing with ownership, lease, or access to remote databases, CD-ROM and networked resources, and other forms of electronic information.

The project addresses needs articulated by the National Digital Library Federation Planning Task Force.

Many libraries have contacted the Commission and Council — as well as peer institutions and other organizations — seeking guidance about license agreements. Too often, publishers present agreements that are unsatisfactory for library purposes. They are often far more restrictive than current copyright law, but few libraries possess the technical and legal expertise — not to mention the time — to negotiate and close license agreements that allow appropriate service to patrons.

Yale will draw on its successful licenses to mount on the World Wide Web a multi-faceted tool:

- an introductory essay
- an "anatomy of a license" (or model agreement) with hyperlinks to definitions and vocabulary, examples and assessments of good and poor language, and citations of and links to printed and online information resources
- a database of Yale's key electronically licensed titles and their main license terms

Library administrators and law school personnel at Yale will develop the tool, with advice from knowledgeable attorneys and law librarians beyond the university.

The project addresses needs articulated by the National Digital Library Federation Planning Task Force. The online tool will be a useful resource for librarians and university attorneys, and may serve as an educational document for publishers as they develop markets for their electronic publications.

Board Accepts Heilbron Resignation

At the May 10, 1996, meeting, the Commission Board accepted with regret the resignation of John L. Heilbron, Professor, Graduate School, University of California, Berkeley. Heilbron, who currently resides in England, joined the Commission in 1991 when he served as Vice-Chancellor of the University of California, Berkeley.

In accepting the resignation, Chairman Billy E. Frye stated, "You have contributed a great deal to the Board's discussions, but more importantly, you have acted upon your firm commitment to the cause of preservation and access. Your scholarly perspective has reminded us all of the primary reason we persist in these efforts."

Yale *Cont. from p. 1*

copies from out-of-date media to newer data storage formats. Now, as users move from the mainframe to distributed computing systems and from one hardware and software configuration to another, digital formats that are mainframe-dependent require not just simple duplication, but restructuring.

Yale staff will select a small, representative collection of important studies from the Roper Center materials for this project. They will migrate digital numeric information, now stored on computer tape, to a system-independent format.

The Roper Center materials also include deterorating paper records necessary for use of the data files. Several options are available for digitizing them, including optical character recognition, image scanning, text encoding, and manual data entry. Yale staff will analyze the alternate methods and costs. Staff will restructure the digital files of data and documentation, migrate them to a format that allows networked online storage, and create metadata for the resulting files. As a result, researchers will be able to use numeric data and the descriptive information, both now and into the future, no matter when and how the data were created.

The project will advance a design on which Yale and others can subsequently build. Out of this experience, Yale will create a model of the process needed to handle a large-scale project that entails migration of data and preservation of accompanying documentation. The contract calls for Yale to produce a report to help other institutions working on digital archiving projects.

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Two ARL Publications Survey the Preservation Landscape

Digitization Projects

A new SPEC Kit from the Association of Research Libraries (ARL) provides information on 46 digitization projects in 29 libraries. A survey distributed in November 1995 forms the basis of the kit and reveals the variety among projects and practices in U.S. and Canadian libraries.

Photographic materials, archival collections, and books were the source materials most commonly being digitized. Funding for the projects was equally divided between internal and external sources, and a third were done in cooperative initiatives. Four sites had set up an archiving program for their electronically stored images, and 15 had created permanent copies on microfilm or other media. Responses suggest that much work remains to be done in the area of bibliographic control and underscore the need for technical standards.

Digitization Technologies for Preservation (SPEC Kit 214, March 1996) includes:

- synopses of all 46 projects and detailed profiles of 8
- National Agricultural Library selection criteria and guidelines for digital preservation
- job descriptions
- sample bibliographic records
- publicity materials
- a bibliography

Preservation Statistics

After the emergence and dramatic growth of preservation programs in research libraries during the 1980s, preservation expenditures have leveled off in the past two years, according to the *ARL Preservation Statistics 1994-95*. Statistics for personnel, expenditures, conservation, preservation treatment (deacidification and preservation photocopying), and microfilming reveal mostly small increases. There are two notable exceptions, however: conservation activities generally declined, and there was a marked increase in the number of titles and volumes microfilmed.

ARL members spent over $79 million for preservation, a small increase from the previous year. Individual library expenditures ranged from $127,000 to $3.8 million, and from 1% to 10% of total library budgets. Grants from the National Endowment for the Humanities (NEH) and other external sources accounted for about 13% of the total expenditures, and those funds were used predominantly in preservation microfilming projects.

Eighty-one libraries had a preservation administrator (defined as one who spends at least 25% of time managing a program), and 61 of those were full-time preservation managers.

Digitization Technologies for Preservation is available for $40 ($25 for ARL members), and *ARL Preservation Statistics 1994-95* is available for $65 ($35 for members), plus $5 per item for shipping and handling. Prepayment is required. Direct orders and inquiries to ARL Publications, Department #0692, Washington, DC 20073-0692, email: pubs@cni.org.

LC Issues RFP for Digitization, Text Conversion

A request for proposals (RFP) issued by the Library of Congress (LC) on May 15 solicits offers to create 1.3 to 2.7 million digital images and digitize selected texts in a project that may extend 5 years.

Source materials will include archival documents, books, and other printed matter — most of which are unique, valuable, and in fragile condition. Owing to the nature of the documents and the anticipated uses of the digital files, the RFP includes special requirements. It outlines stringent guidelines for physical handling of materials, requires that scanning personnel attend a training session led by LC's Binding and Collections Care Division and Conservation Division, prohibits disbinding of most volumes, and proscribes certain scanning equipment and techniques. Because of the value of the materials, LC will require many items — perhaps about 80% in the first year — to be scanned within the library.

The RFP calls for printed texts, once digitized, to be converted to a version of Standard Generalized Markup Language (SGML). The RFP specifies outcomes and quality criteria but not the methods to be used for conversion and encoding. Offerors are free to propose manual re-keying, an automated process such as optical character recognition (OCR), and other approaches.

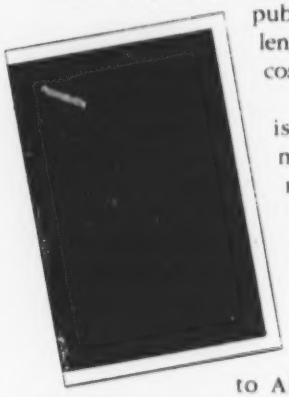
Like LC's earlier digitization RFP (see the May 1996, no. 89, newsletter), this one specifies a file naming structure that will link the scanned images to the library's bibliographic records and finding aids.

The project includes 19th-century sheet music, music manuscripts, theater playbills, reports of slavery trials, Native American legal materials, early congressional documents, published materials related to the Continental Congress and Constitutional debates, letters from the Presidential Papers, and selected books and periodicals. Like the earlier one, it is part of LC's National Digital Library Program.

Proposals were due July 11. Copies of the RFP are available, while supplies last, from: The Library of Congress, Contracts and Logistics Service, 1701 Brightseat Road, Landover, MD 20785; fax 202-707-8611. Requests must reference RFP96-18.

New Commission Catalog

The Commission has created an annotated catalog of its reports to help individuals identify the materials that are most relevant to their needs. Each entry describes the publication's scope and focus, along with the publication date, length, ISBN, and cost.



The catalog is available at no cost by mailing or faxing a request to the Commission or by sending an email request to Alex Mathews (amathews@cpa.org). It also will be mounted on the Commission's Web site.

Notify the Communication Program if you do not wish to receive this newsletter or if there is an error in your address. Please provide a copy of your mailing label with your request. The Commission relies on your help to control mailing costs.

EROMM Report Updated

The European Commission on Preservation and Access (ECPA) has issued its first publication: an updated version of *European Register of Microform Masters (EROMM) — Supporting International Cooperation*. The few revisions reflect new realities of access, such as the use of CD-ROM for distributing files and the ability to search EROMM through the World Wide Web. Dr. Werner Schwartz, who wrote the initial version published by the Commission in May 1995, prepared the updated report.

The EROMM database has grown to well over 300,000 bibliographic records. Nine libraries are participating as partners in 8 European countries, and several others contribute records of their microform masters. The EROMM Steering Committee is working to develop record exchange mechanisms with national bibliographic databases in Australia, South America, and the U.S.

The ECPA chose the report as its first publication to provide greater awareness within Europe of the EROMM activities. Copies are available, while supplies last, from the ECPA Secretariat, P.O. Box 19121, NL-1000 GC Amsterdam, The Netherlands, or by sending an email request to: ecpa@bureau.knaw.nl.

Microfilming Book Provides Guidance

Preservation Microfilming: A Guide for Librarians and Archivists, 2nd edition, provides significant new guidance on planning and managing microfilming projects, cooperative filming efforts, evaluating service bureaus, bibliographic control, and the relationship between microfilming and digitization. Written by Lisa Fox, the book was designed to complement the RLG handbooks, *Archives Microfilming Manual* and *Preservation Microfilming Handbook*, and incorporates relevant national standards. The 394-page book was published by the American Library Association in cooperation with the Association of Research Libraries; OCLC provided financial support. It costs $70 ($63 for ALA members) and is available from: Book Order Fulfillment, ALA, 155 N. Wacker Dr., Chicago, IL 60606-1719; 800-545-2433, press 7; fax 312-836-9958.

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The Commission on Preservation and Access

Ensuring Access to The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 92 SEPTEMBER 1996

NDLF Constituted as Charter Organization, Adopts Three-Point Agenda

The National Digital Library Federation (NDLF) has been constituted as a charter organization and has identified three areas for its immediate attention to help a wide spectrum of libraries provide readers with access to new bodies of digital resources. The areas, recommended by the NDLF Planning Task Force, are: (1) the discovery and retrieval of digital information, (2) intellectual property rights management and economic models for the provision of digital information, and (3) the archiving of digital information.

The decision to adopt the agenda and proceed as a charter group was made by the NDLF Policy Board, composed of the directors of the participants, at a meeting June 19, 1996, in Atlanta. The participants include 12 university libraries, The Library of Congress, the National Archives and Records Administration, The New York Public Library, and the Commission.

The NDLF Planning Task Force put forward the agenda based on a year of studying the prerequisites for building a coherent network of scholarly information resources and services from the broadest possible set of individually designed and developed projects. The work of the task force has been supported in large part by a planning grant from the IBM Corporation.

Areas of Inquiry

1) In the area of *discovery and retrieval*, the task force concluded that the heterogeneity of the information available in digital form — different data structures, search engines, vocabularies for access — significantly challenges users in their ability to identify and retrieve needed resources. It has charted a multi-step course of action to lower the barriers to access for digital materials and to provide cross-collection search capability.

2) In the area of *intellectual property rights and economic models*, the task force found that most of the technical requirements for the management of intellectual property rights are now, or will shortly become, available. Therefore, it recommended that the federation concentrate on putting in place a clear and articulate policy to regulate rights relationships among federation institutions. Such a policy would have the effect of organizing common access to digital objects and

Cont. on p. 3, ***See NDLF***

Preservation Science Council Frames New Research Agenda

The economics of information preservation and the management of storage environments received top attention in a new research agenda outlined by the Commission's Preservation Science Council (PSC). In a meeting July 31 – August 2 at Belmont Conference Center, MD, the Council reached unanimous agreement on six projects to advance the understanding and practice of preservation in libraries, archives, and other institutions responsible for collections of scholarly and cultural value. Preservation administrators from 15 major university libraries, research centers, and archives, together with five scientists, selected the new agenda from a number of suggested projects that would either further advance previous PSC work or introduce new, needed research.

In developing a research agenda for preservation of existing collections — paper, film, magnetic, and other formats — the PSC links scientific research with preservation administration concerns in order to produce final products that are grounded in scientific validity, meaningful in preservation practice, and useful as management tools.

This year's work was considered in a new light: the redefinition of the PSC's role within a broad context of larger digital and economic issues. Each recommended project addresses a different aspect of preservation and access concerns. However, each project also was chosen for its ability to contribute to a growing body of knowledge that enables preservation administrators to serve as managers of information resources. The PSC's

Cont. on p. 2, ***See PSC***

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PSC Cont. from p. 1

objective was to frame a research agenda that will help institutions to cost-effectively preserve information in all formats.

Other filters in deciding projects for the agenda were:

- Focus on materials that are culturally important.
- The problem addressed reflects a serious preservation need.
- The project is realistic: there are resources for accomplishing it.
- Results will be meaningful to preservation practice.
- The ultimate product will be a management tool, communicated in a form the profession can use.

The identified projects address:

- the methods for providing an optimum storage environment at the lowest possible cost using existing HVAC equipment;
- the longevity of adhesives now used or under development in library binding;
- the creation of a management tool to allow preservation managers to understand how rapidly or slowly books, tapes, and films equilibrate to changes in temperature and RH, including the ability to estimate how common enclosures (book stacks, encapsulations, boxes, and compact shelving systems) slow down the rate of equilibration;
- the applicability of a life cycle cost analysis tool developed for digital tape storage systems for use in managing the costs of continuing access to existing collections of paper, film, and magnetic media;
- the magnitude of the effects of repeated recycling of paper on the strength and color of papers that will find their way into collections in the future; and
- the creation of software and computer infrastructure for EMIS (Environmental Management Information System) — a lower-cost, more comprehensive system for delivering environmental data and interpretive assessments to preservation managers than currently exists.

Work groups composed of at least one scientist and several preservation administrations will develop full project descriptions over the next several weeks. The projects and other results will be announced later this year. PSC work is supported by the William and Flora Hewlett Foundation and The Andrew W. Mellon Foundation. The Preservation Science Research initiative began in 1989, and a first research agenda was announced in 1993.

PSC members are from the following institutions: University of California, Berkeley; University of Chicago; Columbia University; Conservation Analytical Laboratory, Smithsonian Institution; Getty Conservation Institute; Harry Ransom Humanities Research Center; Harvard University; Image Permanence Institute; Library of Congress; University of Michigan; National Library of Medicine; National Media Laboratory; New York State Archives & Records Administration; Northwestern University; Ohio State University; Stanford University; University of Texas at Austin; University of Toronto; and Yale University.

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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information. The Commission is affiliated with the Council on Library Resources.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

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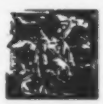

What's New on the Web

Imaging Documentation from the Library of Congress

The Library of Congress National Digital Library Program (NDLP) has made available technical discussions, documentation, reports and proceedings through the American Memory home page: http://lcweb2.loc.gov/ammem/ammemhome.html. The URL for the technical information is: http://lcweb2.loc.gov/ammem/ftpfiles.html. Documents include "Recommendations for the Evaluation of Digital Images Produced from Photographic, Microphotographic, and Various Paper Formats," prepared by the Image Permanence Institute, and a report about the NDLP.

Fair Use and Copyright

The Council on Library Resources has agreed to provide support for the creation and maintenance of a Web site on Fair Use and Copyright. The address of the new site is: http://www.findlaw.com.

CLR Awards Grants to Study The Economics of Information

Projects to study the economics of information services will be launched under three grants awarded by the Council on Library Resources (CLR). The grants, which are the first of their kind awarded by the Council, are made to study various aspects of the economics of information, a newly emerging research field that analyzes costs of library services and information delivery systems.

The awards were made to:

- University of California-Berkeley Library — for a planning project to study performance measures for research library collection and information services. The planning effort will develop a set of qualitative and quantitative measures for evaluating the performance and costs of research library collections and related information services. Due to the shortage of existing models, the measures themselves should make a significant contribution to the field.
- Association of Research Libraries (ARL), Washington, DC — for a project to study the character and nature of research library investment in electronic resources. The study will examine data on research libraries' expenditures by refining the database ARL has developed over several years of gathering statistics from its members and using it for analysis and comparison.

Cont. on p. 4. ***See CLR***

Boston College New Sponsor

Boston College (Boston, MA) has made a three-year commitment as a sponsor of the Commission. Boston College's support — like that of the 64 other sponsors — provides an important contribution to the collaborative preservation and access mission. Sponsors receive complimentary copies of all publications. Other benefits of sponsorship are detailed in a brochure available from the Commission

NDLF *Cont. from p. 1*

would create incentives for institutions to make digital objects they hold readily accessible through the federation infrastructure.

3) Finally, the task force stated that the greatest test of adherence to the goal of creating a national digital library very likely is a commitment to preserve culturally significant digital information as a part of the national heritage. In the area of *archiving of digital information*, it suggested that the federation should foster and facilitate a commitment to digital archiving among participants.

The NDLF evolved into a federated organization after several years of exploration, research, and development. Such a consortium was first discussed in 1990 among a group of university libraries known as the LaGuardia Eight. Most of the current federation participants conducted projects under contract to the Commission, with the work progressing cumulatively.

The federation anticipates that its agenda will provide a framework for broad participation in actual digital library projects. The agenda includes such necessary common elements as:

- the need for focused initial investment in technology research and development,
- dialogue among libraries, archives, museums, government agencies, and major technology vendors to determine standards and best practices,
- demonstration and prototype projects to define and solve problems before large-scale implementation, and
- learning how to enable different kinds of institutions with different kinds of collections to create digital library information resources that are genuinely useful for education and research because they are consistent, coherent, and of high quality.

To advance the federation agenda, participants are providing institutional staff time and travel and annual financial contributions to support a program officer and research associate to work exclusively on NDLF matters. The staff will be based at the Commission. The plan provides for some research and demonstration activities, as well as a comprehensive communications program that promotes collaboration among participants and informs the broader library, archival, and higher education communities.

The National Digital Library Federation is a joint venture of libraries and archives advancing coherent and enduring access to physically distributed, not-for-profit sources of digital information supporting teaching, learning, and research. The federation explores how best to integrate the capabilities of digital technologies with the strengths of research libraries and institutions of higher education in order to provide convenient and affordable access to our intellectual and cultural heritage.

Participants are: The Library of Congress, The National Archives and Records Administration, The New York Public Library, the Commission on Preservation and Access, and the following university libraries: California-Berkeley, Columbia, Cornell, Emory, Harvard, Michigan, Pennsylvania State, Princeton, Southern California, Stanford, Tennessee-Knoxville, and Yale. For more information, contact Deanna B. Marcum, President of the Commission.

***CLR** Cont. from p. 3*

- Johns Hopkins University, Milton S. Eisenhower Library, Baltimore, MD — for a project to provide comprehensive access to print materials. The grant will support a continuing project at the university to develop a system that uses a combination of new technologies — including robotics, digital cameras, scanners, and high-speed telecommunications — to give scholars and students access to print materials stored offsite.

In today's atmosphere of budget-cutting in public and private agencies at all levels, the demand for both traditional and new electronic services calls for attention to the economic issues. More relevant studies on the economics of traditional libraries are needed, as well as research on electronic library systems and the costs of transition to them. Librarians are hampered in their efforts to compare the costs of delivering electronic information with those of more traditional methods because of the shortage of economic data on current operations, the lack of models for cost accounting and economics, and the difficulty of developing such models.

To respond to those needs, CLR this year launched its Economics of Information Small Grants program, funded by The Andrew W. Mellon Foundation. An Economics Advisory Committee comprised of academic librarians, economists, and information specialists assists the program. The committee has established a priority list of subjects, which guides the evaluation of grant proposals. (See the March 1996, no. 87, newsletter for program background and a summary of priorities.)

Next Deadline Approaches

The next deadline for submitting proposals to CLR is **September 15, 1996.** For grant guidelines and more information, contact Glenn W. LaFantasie, Senior Program Officer, CLR, 1400 16th St., N.W., Suite 715, Washington DC 20036-2217, 202-939-3370, fax 202-939-3499, e-mail gwlafant@cpa.org.

The Commission supports access to a back list of over 60 publications through on-demand scanning and printing services. A catalog of new and back-listed Commission publications is available upon request. Complete texts of older reports also are available on the Commission's World Wide Web site (see page two).

Land-Grant Universities Join to Preserve Agricultural Literature

Nine libraries of land-grant institutions across the United States have joined with the U.S. Agricultural Information Network (USAIN) in a cooperative effort to identify and preserve historical literature about agricultural development and rural life from 1820 to 1945. The project is part of the National Preservation Program for Agricultural Literature commissioned by USAIN and published in 1993.

Initial work will be funded by a grant from the National Endowment for the Humanities. The project includes the following institutions: Auburn University, University of California-Berkeley, University of Connecticut, Cornell University, University of Florida, University of Nebraska-Lincoln, Pennsylvania State University, Texas A&M University, and University of Wisconsin-Madison. Selection will focus on rural life as documented in agricultural and farm journals, histories, grant and agricultural society documents, natural histories, and records of rural growth and community development.

Cornell University's Mann Library will coordinate and manage the effort. For more information, contact Project Director Sam Demas or Project Manager Wallace C. Olsen, 607-255-8939.

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The Commission on Preservation and Access

Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 93 OCTOBER 1996

International Series Focuses on Russia

A report from the Deputy Director General of the Library for Foreign Literature in Moscow is the next in a series of International Program publications on preservation initiatives abroad. *Preservation Challenges in a Changing Political Climate*, by Galina Kislovskaya, presents a distinctly Russian perspective on the ways in which libraries and archives are attempting to adapt to widespread changes while seeking to maintain their services and introduce new technologies, all with decreasing financial resources.

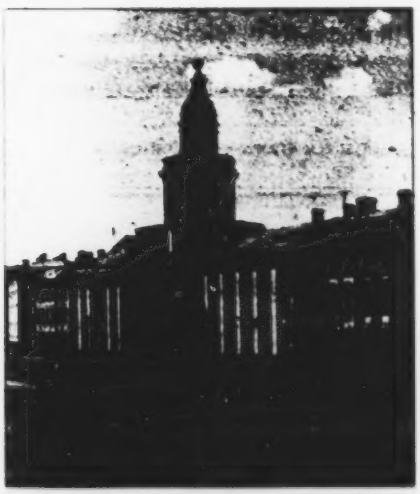
In her report, Kislovskaya covers several issues of interest to the worldwide community: preservation policies and politics in Russian librarianship, preservation challenges, the status of the national preservation program, the value of preservation training, and national and international aspects of cooperation. The report illuminates how the substantial political, economic, and social changes in Russia today are directly affecting the preservation efforts of libraries and archives.

"For Russia, whose historical path badly needs continuity, protecting and preserving its cultural heritage has its own deep meaning," writes the author, who recently was appointed chair of the section on preservation of the Russian Library Association. Her introduction goes on to state:

The outstanding Russian philosopher, G.P. Fedotov, wrote: "Russian life laughs at evolution and sometimes rips it apart only to tie up the torn thread once again." To ensure success in social development, the current generation of librarians and archivists must assume the responsibility of preserving documentary sources. This is how to build a bridge between the past, present, and future.

This report is one of a series designed to provide a look at what is happening in libraries and archives

Cont. on p. 2, ***See Russia***



The building of the "Cabinet of Curiosities," in which the Library of the Academy of Sciences was located from 1728 to 1924.

Translations to Advance Preservation Goals in Latin America

The National Library of Venezuela and the Commission's International Program are joining in a translation project to provide essential preservation literature in Spanish throughout Latin America. With the collaboration of the Association of Iberoamerican National Libraries (ABINIA) and the IFLA-PAC Center for Latin America and the Caribbean, headquartered at the National Document Conservation Center of the National Library of Venezuela, the project will distribute translated documents to the main libraries and archives of all countries in the area, over 100 institutions in all.

Project directors also will collaborate with the leaders of a similar project launched jointly last year by the International Program and an interinstitutional alliance of organizations in Brazil, whereby key preservation literature is being translated into Portuguese. Both projects are supported by The Andrew W. Mellon Foundation.

The scope of the material to be translated into Spanish has been identified by the IFLA-PAC Center as the most essential for preservation progress. It includes technical articles for conservators working directly in the treatment of works and management articles for preservation administrators. The project is expected to form the basis for an ongoing translation program with strong regional collaboration throughout Latin America.

Cont. on p. 2, ***See Translations***

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Russia *Cont. from p. 1*

around the world at a time when preservation activities are as varied as the countries in which they operate. The series began in January 1995 with an overview and has included reports from Bulgaria, Canada, Europe and Latin America. *Preservation Challenges in a Changing Political Climate — A Report from Russia* (20 pages, September 1996) is available for $10.00 (prepayment in check with U.S. funds required) from: Commission on Preservation and Access, 1400 16th St, NW, Suite 715, Washington, DC 20036. Commission sponsors receive publications at no charge.

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The Commission on Preservation and Access was established in 1986 to foster and support collaboration among libraries and allied organizations in order to ensure the preservation of the published and documentary record in all formats and to provide enhanced access to scholarly information. The Commission is affiliated with the Council on Library Resources.

The newsletter reports on cooperative national and international activities and is directed to university administrators, scholars, and faculty; preservation specialists and managers; and members of consortia, governmental bodies, and other groups sharing in the Commission's goals. The newsletter is not copyrighted. Its duplication is encouraged.

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Notebook Available from Cornell Digital Imaging Workshops

The Department of Preservation and Conservation, Cornell University Library, has published *Digital Imaging for Libraries and Archives* by Anne R. Kenney and Stephen Chapman. This 200-page guide represents a greatly expanded version of the training manual used in Cornell's series of digital imaging workshops, which were supported in part under contract to the Commission.

The notebook includes a theoretical overview of the key concepts, vocabulary, and challenges associated with digital conversion of paper- and film-based materials, and an overview of the hardware/software, communications, and managerial considerations associated with implementing a technical infrastructure to support a full imaging program. There are also chapters on the creation of databases and indexes, the implications of outsourcing imaging services, converting photographs and film intermediates, issues associated with providing long-term access to digital information, and suggestions for continuing education.

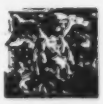
The guide is issued in loose-leaf format to facilitate updates and includes two formula cards designed to assist librarians and archivists with determining conversion, storage, and access requirements. The price of the guide is $75.00 plus shipping, prepaid. For ordering information, contact Mary Arsenault at Cornell. E-mail: mla4@cornell.edu.

Translations *Cont. from p. 1*

Work begins this month and will continue with Commission support for one year. Several Commission reports will be among the first U.S. materials to be translated.

Dariuch Turupial, director of the National Conservation Center of the National Library of Venezuela, anticipates that the program will contribute significantly to increase the level of knowledge of conservators in Latin America responsible for restoring valuable works. Leaders in that region have been working over the past six years to establish a permanent translation program. The goals are in keeping with UNESCO's *General Guidelines to Safeguard Documentary Heritage for the "Memory of the World" Program*, which state "... the role of language in the provision of professional training should not be ignored...."

In issuing a contract for the project, the Commission recognized that a great deal of important preservation literature is available only in English, which puts many nations at a severe disadvantage. The Commission expects that the translations also will prove useful to institutions throughout the Caribbean, Spain, and even within the United States. It also is expected that the translated materials will prove useful for training activities.



What's New on the Web

Abstracts of the presentations at the Digitizing Workshop for College Library Directors sponsored by the Commission's College Libraries Committee are available at the Web site: http://www-cpa.stanford.edu/cpa/misc/dtxtabst.html. The six abstracts were supplied by the authors to provide a quick overview of the event, which was held April 18-20, 1996, in Charleston, SC. Nearly 100 persons interested in digitization projects for preservation and access attended.

To update last month's announcement, the Council on Library Resources is supporting the creation and maintenance of a Web site on Fair Use, cosponsored with FindLaw and Stanford University. The site address is http://www.fairuse.stanford.edu.

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Preservation Science Research Initiative: Developments in Environmental Issues

The following two articles address environmental concerns identified as high priorities in the 1996-1997 agenda of the Commission's Preservation Science Council.

Conference on Stability of Collections

Over the past years, scientists at the Smithsonian Institution's Conservation Analytical Laboratory (CAL) have engaged in research on the effects of environmental conditions, especially temperature and relative humidity, on the stability of collection artifacts, with an emphasis on the mechanical properties of the constituent materials and the composite objects. There appears to be general agreement that the results of this research have enriched the understanding of the relationships between environmental conditions and object stability, and that they have significant implications for decisions on defining the appropriate environmental parameters for specific collections.

Nevertheless, the extrapolation of these research data to actual recommendations for collections environment parameters has led to a great amount of confusion, misunderstanding, and even controversy. The research data generated at CAL do not stand alone, but must and can be evaluated only in the context of results obtained in research at other institutions worldwide, pertaining to a wide spectrum of effects and processes involved in the interaction of collection items with the environment.

The Smithsonian has announced its intent to organize, in co-sponsorship with the National Center for Preservation Technology and Training (NCPTT), a three-day international conference on the collections environment, to be held in the fall of 1997 at the Institution in Washington, DC.

Dr. Frank D. Preusser, conservation scientist, has accepted the program chairmanship of the conference. During the rest of this year, Preusser will undertake a thorough worldwide review and assessment of research and data pertaining to the subject. Based on the results of this assessment, he will identify the issues that need to be addressed and discussed at the conference, and draft a preliminary program. At that time, a call for papers will be issued.

For information, contact: Office of the Director, Conservation Analytical Laboratory, Smithsonian Institution, MRC 534, Washington, DC 20560. Phone: 301-238-3700. Fax: 301-238-3709.

— Adapted from Smithsonian Press Release

NYU Lecture on Long-Term Assessment

The New York University Bobst Library Preservation Department selected the assessment of long-term environmental effects as the first topic in the Barbara Lubin Goldsmith Preservation and Conservation Lecture Series. At the September event, James Reilly of the Image Permanence Institute, Rochester, NY, discussed the Time Weighted Preservation Index (TWPI), which is described in the Commission report, *New Tools for Preservation: Assessing Long-Term Environmental Effects on Library and Archives Collections*. The further development and practical application of the TWPI tool is one of several priority projects endorsed in August by the Commission's Preservation Science Council.

The Barbara Lubin Goldsmith Preservation and Conservation Lecture Series will sponsor events semi-annually for at least two years. Future topics include the influence of design and binding on conservation techniques, environmental controls and HVAC systems, and theory and practice in modern book conservation. Barbara Goldsmith is a former Commission Board member. For more information, contact Kate Murray at NYU. Phone: 212-998-2562. E-mail: elmer1.bobst.nyu.edu.

LC Accepting Applications for National Digital Library Work

With a gift from Ameritech, the Library of Congress (LC) is sponsoring an open competition to enable public, research, and academic libraries; museums; historical societies; and archival institutions (except federal institutions) to create digital collections of primary resource material for distribution on the Internet in a manner that will augment the collections of its National Digital Library Program. The National Digital Library is conceived as a distributed collection of converted library materials and digital originals to which many American institutions will contribute. In the 1996-97 competition, applications will be limited to collections of textual and graphic materials that illuminate the period 1850 - 1920 and that complement and enhance the American Memory collections already mounted in the National Digital Library. LC participates in the National Digital Library Federation, coordinated by the Commission. More information about the Federation is available at the Website:http://lcweb.loc.gov/loc/ndlf/.

The deadline for applications for the LC awards, which will range from $50,000 to $75,000 for projects that can be accomplished in 12 to 18 moths, is November 1, 1996 (postmark). For further information, contact Barbara Paulson at LC. Phone: 202-707-1087. E-mail: bpau@loc.gov.

News from the College Libraries Committee

College Libraries Committee member Victoria L. Hanawalt has assumed the presidency of the 1996-97 OCLC Users Council following the resignation of William Crow. Hanawalt, College Librarian at Reed College, Portland, OR, also is chair of the CHOICE Editorial Board. As part of the current agenda of the Commission's College Libraries Committee, she is working with Michael Haeuser, Head Librarian, Folke Bernadotte Memorial Library, Gustavus Adolphus College, St. Peter, MN, to prepare an article on the results of a 1995 preservation survey of over 100 college libraries.

Workshop on How to Augment Fund Raising

As federal funds for cultural institutions are increasingly threatened in the current political climate, institutions must expand their fund raising to new horizons. The Southeastern Library Network, Inc. (SOLINET) and the National Institute for the Conservation of Cultural Property (NIC) are cosponsoring "Capitalize on Collections Care: A Fund-Raising Workshop." Scheduled for November 19, 1996, in Atlanta, GA, the program will teach museums, libraries, and historic preservation organizations to make a fund-raising case using collections care. The program focuses on the private sector and state and local governments as new sources of support for collections care, conservation, and preservation.

The program teaches creative approaches to integrating collections care into basic fund-raising strategies such as annual appeals, capital campaigns, earned income, planned giving, and adopt-an-object programs.

For registration materials and more information, contact Lauren Fallon, SOLINET, 1438 West Peachtree Street, NW, Suite 200, Atlanta, GA 30309-2955. Phone: 404-892-0943. Toll-Free 1-800-999-8558. E-mail: lauren_fallon@solinet.net.

— adapted from Press Release

The Commission provides displays and informational handouts for meetings, training programs, and public relations events. Exhibits and materials are free to sponsors; others are charged a handling fee. An exhibit brochure is available from Alex Mathews. E-mail: amathews@cpa.org.

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Ensuring Access To The Accumulated Human Record As Far Into The Future As Possible

Newsletter

NUMBER 94 NOV.–DEC. 1996

Oberlin Group Approves Sponsorship for Preservation and Access

The Oberlin Group has accepted the Commission's invitation to become a collective sponsor. This consortial arrangement provides a way for preservation and access programs to extend more fully to college libraries. The list of participating libraries is being assembled, with the new sponsorship to begin in January 1997. The names of all participating Oberlin Group institutions will be presented in a future newsletter.

As sponsors, Oberlin Group participants will receive multiple copies of Commission publications at no charge and will be eligible to use displays and other materials. In addition, the Commission's College Libraries Committee is exploring several possibilities for special events geared for college libraries.

The Oberlin Group is a loose federation of library directors from selected liberal arts colleges.

INSIDE:

Conjoint Board Holds First Meeting...*see page 3*

Scientist Reviews Mass Deacidification Methods in Joint Publication

The Commission on Preservation and Access and the European Commission on Preservation and Access (ECPA) have co-published a scientific report that reviews several techniques for mass deacidification. The 54-page report, *Mass Deacidification: An Update on Possibilities and Limitations*, was written by Dr. Henk Porck of the Department of Library Research, Koninklijke Bibliotheek in The Hague. Porck includes a state-of-the-art overview of the Battelle, Bookkeeper, DEZ, FMC, and Wei T'o processes, discussing for each technique:

- a short history of its development,
- principles of the treatment,
- a summary of research and test results, and
- an inventory of actual applications.

In addition, the publication describes several large-scale (rather than mass) technologies, which combine deacidification with paper strengthening (Bückeburg process, graft-copolymerization, paper-splitting, and the Vienna process).

The report does not present recommendations in favor of one or another technique, but in a final section the author discusses the main issues in a critical evaluation of the possibilities of mass deacidification in general. The report was written for the nonspecialist who needs to be informed about the present state of mass deacidification research and applications. It includes an extensive bibliography and list of contacts.

In the U.S. and locations other than Europe, the Commission on Preservation and Access is serving as the publisher and distributor. Prepayment of $15.00 by check (U.S. funds) is required. Commission sponsors receive publications at no charge. The European Commission on Preservation and Access is distributing the report in Europe free of charge.

When a paper gets lost
on which one has written
That's not so serious.

Perhaps someone will
read it and will be
changed by it.

What is serious is when
the paper decays.

Bertolt Brecht
(Gedichte 1933-1938)

Translation of Brecht's poem, chosen by ECPA to appear in the opening pages of the publication.

Yale Presents New Findings from Project Open Book

Yale University Library recently announced the publication of a new report on the digital image conversion of preservation microfilm. The 80-page report presents findings from the third phase of Project Open Book. In this phase, a demonstration project was to establish in a research library the capacity for large-scale conversion of preservation microfilm and to measure the quality, cost, and administrative complexities of such a capacity. This most recent project was supported by the National Endowment for the Humanities. [For reports of earlier phases, partially supported by the Commission, see two Commission publications, *The Setup Phase of Project Open Book* (6/94, 24pp.) and *The Organizational Phase of Project Open Book* (9/92, 11 pp.).]

In partnership with the Xerox Corporation, Yale built a networked, multi-workstation conversion system, recruited and trained three technical assistants, and converted 2,000 books to digital image files. The project incorporated a sophisticated study of the costs of the digital conversion process, the results of which are summarized in the report. Finally, the project resulted in the development of guidelines for cataloging image files in an online bibliographic system that permits direct access to images and indexes via the Internet. The new report's appendices include samples of image quality and index structures, job descriptions for project staff, cost data, and image cataloging guidelines.

Conversion of Microfilm to Digital Imagery: A Demonstration Project. Performance Report on the Production Conversion Phase of Project Open Book. Paul Conway, Principal Investigator. New Haven: Yale University Library, August 1996. Available for $15.00 plus 6% Connecticut sales tax per volume. Shipping and handling is $4.00 per order. The Yale University Library can accept only checks or money orders for payment. They should be made out to Yale University Library—Project Open Book. Purchase orders or credit card orders cannot be accepted. Mail requests to: Paul Conway, Preservation Department, Yale University Library, PO Box 208240, New Haven, CT 06517. Orders may be faxed to (203) 432-1714.

— Adapted from Yale Library announcement

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Pests and Preventive Preservation

The 12th Annual National Archives and Records Administration (NARA) Preservation Conference will focus on new methods of preventing and treating insects and fungi in archives. "What Is Being Done to Control Insects and Mold Now that Systematic Fumigation Has Ended?" is scheduled for March 18, 1997, at the Archives II building, College Park, MD. Scheduled speakers include experts from the National Museum of Natural History, the Royal British Columbia Museum, and the Canadian Conservation Institute.

Since systematic fumigation ended a few years ago, there have been many developments in the prevention of insect and fungi infestations in archives. Recently, Integrated Pest Management has emerged as practical and affordable.

For a registration form: e-mail: preserve@nara.gov; Fax: 301 713-6653; Mail: Conference Coordianator (NNP), National Archives at College Park, College Park, MD 20740-6001.

— Adapted from a NARA Announcement

Commission & Council Annual Report

The Commission and Council have published their combined *Annual Report* for the period July 1, 1995 – June 30, 1996. Complimentary copies have been sent to all Commission sponsors and to those on both organizations' mailing lists. The report also will be accessible on the organizations' Web sites.

The annual report combines the program activities of the two organizations into one narrative. In her introduction, President Deanna B. Marcum writes:

This is the time, we are convinced, to think about the information management structures that will be required for the twenty-first century. What must be in place to assure enduring and equitable access for scholars and researchers so that all that has been learned and thought and recorded becomes raw material for new knowledge in subsequent generations? ....

The report begins by acknowledging the support of foundations and sponsors. It includes sections on digital libraries, economics of information, leadership, preservation, the International Program, communications and publications, and collaborations. The appendices include financial reports, lists of the year's publications and reports, grants and contracts, and members of the boards, committees and tasks forces, and staff.

The Commission and Council are making available printed copies of the reports at no charge, while supplies last. Requests for copies of *Annual Report 1995-96* should be submitted by fax, e-mail, or letter to: Alex Mathews at the Commission/Council address. E-mail: amathews@cpa.org. Fax (202) 939-3407. Include a full mailing address — preferably on a label — with requests.

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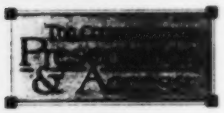

Conjoint Board Holds First Meeting

The first meeting of the conjoint board of the Commission on Preservation and Access and the Council on Library Resources took place October 31, 1996, immediately following the annual meetings of each individual organization's board. Among the developments and decisions:

- The Commission and Council will operate *pro tempore* as a merged organization until legal documents are enacted. Legal documents to complete the merger will be drawn up for board action in April 1997, with the merged organization to begin operations officially on July 1, 1997. The final name and mission statement of the merged organization will be developed between now and April 1997.
- As described over the past year and explained in the *1995-1996 Annual Report*, the merged organization will encompass program areas of CPA and CLR, including leadership, digital libraries, economics of information, preservation and access, international, and scholarly involvement.
- The following officers were elected.
  Chairman: Stanley Chodorow
  Vice-Chairman: Marilyn Gell Mason
  Secretary: David B. Gracy II
  Treasurer: Dan Tonkery
- Billy E. Frye was honored on his retirement from the CPA board for his role in founding the Commission and for his leadership as chair for the past nine years. Frye continues to serve on the CLR board.
- Upon the advice of the executive committee, the board approved a fellowship program honoring A.R. Zipf, a pioneer in information management systems. The fellowship will be awarded annually to a graduate student who shows promise for leadership and technical achievement in information management. The fellowship reflects Mr. Zipf's longstanding interest in assisting students and young professionals seeking education and training related to information science.
- The board approved a Commission contract with the International Federation of Library Associations and Institutions and its Core Programme for Preservation and Conservation to support joint publication of the *IFLA Principles for the Preservation and Conservation of Library Materials*, as described below.
- To support the work of the National Digital Library Federation, the board approved a Council grant to the Research Libraries Group to prepare curriculum materials for use in training workshops, as described below.

Finding Aids Workshops

The Council on Library Resources has awarded a grant to support training opportunities for librarians, archivists, and others who will be creating discovery and navigation tools for the digital images being created as part of digital library projects. The Research Libraries Group (RLG) will use the funding to hire trainers to conduct a series of regional training sessions for the broader community. The goal is to train a significant number of staff in what appears to be the most promising way to make large collections of primary materials accessible to scholars. The Gladys Krieble Delmas Foundation previously awarded a grant to RLG to support the development of the workshop curriculum.

RLG's "Finding Aids SGML Training" project builds on earlier efforts at the University of California, Berkeley, to use Encoded Archival Description (a specialized form of Standard Generalized Markup Language) to convert printed finding aids that accompany primary resources collections to digital form. Many of these collections of unique manuscript and pictorial materials have not been cataloged in any level of detail. Converting these collections to digital form requires that the materials be indexed if they are to be searchable and retrievable.

The grant addresses an important dimension of one of the primary areas being investigated by the National Digital Library Federation Planning Task Force.

IFLA Principles

The Commission will collaborate with IFLA (International Federation of Library Associations and Institutions) and its Core Programme for Preservation and Conservation (PAC) to revise, publish, and disseminate the *IFLA Principles for the Preservation and Conservation of Library Materials*.

The project approved by the conjoint board will involve both the International and the Preservation and Access Programs of the Commission and Council in helping prepare and distribute the revision. In its proposal, IFLA/PAC explained that the previous edition of the *Principles* has proved immensely useful, especially in developing countries, but that in light of fast-moving developments, a revision is now necessary.

The first version of the *Principles* was published in the *IFLA Journal*, 5 (1979). A revised and expanded version was published by IFLA in 1986 as *Professional Report No. 8*, with the intention to produce further versions when appropriate. Plans call for an update of the overall text and new chapters concerning photographs, audiovisual carriers, and digital formats.

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1996 Commission Publications

65) Porck, Henk. **Mass Deacidification: An Update on Possibilities and Limitations** (10/96, 54 pages) ISBN 1-887334-52-1 $15.00. Published jointly with the European Commission on Preservation and Access. A scientific review of five mass deacidification processes, including history, principles, research summary, and applications. Includes a critical evaluation of the process in general and extensive bibliography. Written for the nonspecialist.

64) Kislovskaya, Galina. **Preservation Challenges in a Changing Political Climate. A Report from Russia** (9/96, 20pp.) ISBN 1-887334-51-3 $10.00. Written by the Deputy Director General of the Library for Foreign Literature in Moscow. Covers preservation policies and politics in Russian librarianship, preservation challenges, the status of the national preservation program, the value of training, and national and international aspects of cooperation. Illuminates how the substantial political, economic, and social changes in Russia are affecting the preservation efforts of libraries and archives.

63) Waters, Donald, and John Garrett. **Preserving Digital Information, Report of the Task Force on Archiving of Digital Information** (5/96,59pp.) ISBN 1-88733450-5 $15.00. Recommends specific actions that the Commission on Preservation and Access, the Research Libraries Group, Inc. (RLG), and other organizations could undertake to help develop reliable systems for preserving access to digital information. A considerable portion of the report explores the nature of "information objects in the digital landscape." Proposes creation of a distributed structure for collecting digital information resources, protecting their integrity over the long term and retaining them for future use. Concludes that the significant challenges in preserving digital information are not so much organizational or technological as legal and economic.

62) Conway, Paul. **Preservation in the Digital World** (3/96, 24pp.) ISBN 1-887334-49-1 $15.00. Links the historical context and concepts of preservation practice and management to a new framework for effective leadership in the digital environment. Intended to spark discussion of new organizational responsibilities for preservation and access.

61) McClung, Patricia A. **Digital Collections Inventory Report** (2/96, 64 pp.) ISBN 1-887334-48-3 $20.00. Describes inventory project conducted by the Commission and Council on Library Resources to investigate the scope of digitization of library collections. As a preliminary effort, addresses question of how to keep abreast of materials available on the Net and how to inventory future additions.

60) Turko, Karen. **Preservation Activities in Canada: A Unifying Theme in a Decentralised Country** (2/96, 16 pp.) ISBN 1-887334-47-5 $10.00. Summarizes the history and status of preservation in Canada's libraries and archives under headings of Federal, Decentralised Cooperative, and Provincial Initiatives. Describes a decentralized model for a national approach to preservation that puts a premium on building consensus rather than imposing solutions and that depends on strong regional programs.

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Discounts for multiple copies can be arranged by contacting either Alex Mathews, Administrative Associate, amathews@cpa.org, (202)939-3408, or Maxine Sitts, Program Officer, mksitts@cpa.org, (202)939-3402. Publications are not shipped on approval, and the Commission accepts returns only in case of damage or defect.

When the original supply of a title is depleted, orders are filled through an on-demand printing service. On-demand copies are exact replicas of the original, but in black and white, 8½ by 11 format. Some publications also are available on the World Wide Web (see below). All publications are sumitted to the ERIC Clearinghouse for reproduction in microfiche.

World Wide Web site: http://www-cpa.stanford.edu/cpa.html

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National Digital Library Federation

NDLF News Update

Planning Retreat Sets Course

The National Digital Library Federation held a planning retreat in September, attended by members of its Policy Committee (formerly Policy Board) and Planning Task Force. The members reached decisions concerning the appointment of an Acting Program Officer and recruitment of a Program Director (see below). Among other outcomes of the retreat, NDLF reached consensus that:

1) NDLF should establish a mechanism for monitoring and assessing search and retrieval engines.

2) Basic agreement by NDLF members on rights management and economic models must be reached for further progress to occur. This should be worked upon by the Rights workgroup.

3) NDLF must define a process for the setting of and abidance to standards and best practices in the area of archiving digital corpora.

4) NDLF should continue the work of the Policy Committee, Planning Task Force, and the three task-oriented work groups on Rights, Discovery/Retrieval, and Archiving.

5) NDLF will recruit and select a permanent Program Director whose role will be proactive, coordinative, consultative, and results-oriented with regard to the mission of NDLF and the projects in which NDLF invests.

6) NDLF will support a planning grant proposal for the Making of America, Part II digitization project.

Acting Program Officer Appointed

Tony Angiletta, Assistant University Librarian for Collections at Stanford University, is serving as the Acting Program Officer of NDLF for a period of six months during the search to recruit a permanent Program Director. He was curator for Social Sciences and head of General Reference at Stanford from 1986-1991, and previously served as bibliographer for Social Sciences at Yale University and Assistant Professor of Political Science at Southern Connecticut State University.

Recruitment for Program Director

A search committee comprised of four NDLF Policy Committee and Planning Task Force members has met and a job posting has been disseminated with the following text:

> The National Digital Library Federation (NDLF), a group of research libraries dedicated to establishing, maintaining, expanding, and preserving a distributed collection of digital materials accessible by scholars at all levels, is seeking a Program Director to lead and manage its programs and projects. Reporting to the Policy Committee of the Federation through the President of the Council and Commission, the Program Director will play a critical role in charting a course for NDLF in its first years and in the formation and implementation of the Federation's programs over time.
>
> The Federation seeks candidates with significant experience in research libraries, higher education, or technology organizations; experience in digital library applications preferred; excellent communications, facilitation, and coordination skills; adeptness at working in decentralized and multi-institutional environments; demonstrated experience in successful program or project leadership and management; familiarity with electronic publishing and the information marketplace, and sufficient technical knowledge to enable effective coordination of tasks to be accomplished and make a contribution to program and project results.
>
> Relocation to Washington, DC, desirable, but not required. Although a permanent appointment is preferred, a minimum two-year term appointment may be possible. Appointment date: April 1, 1997, or as soon as possible thereafter. Salary and benefits commensurate with experience. Applications received by December 15, 1996, will be given preference in consideration. Nominations and applications should be sent to: Search Committee for NDLF Program Director,1400 16th.St, NW, Suite 715, Washington, DC 20036.

For further information on NDLF activities,contact:
Tony Angiletta, Tel: 202 939-3369; Fax: 202 939-3499; E-mail: tangilet@cpa.org

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Morino Institute Supports Work with Libraries, Community Information Networks

Reston, VA, November 4, 1996. The Morino Institute is pleased to announce that it has awarded a two-year grant to the Council on Library Resources to provide for the hosting, updating, and ongoing development of the Institute's online *Public Access Network Directory*.

Public Access Networks are networked communications systems and information bases structured around public interest goals and focused on an individual community or geographic area. The Institute created the *Directory* in May, 1995, to help citizens, community service groups and others locate and connect with the hundreds of public access networks in operation today. The Council will be responsible for bringing the information up-to-date, and putting in place an outreach program to collect information on public interest/access networks.

Said Mario Morino, Chairman of the Morino Institute, "We are very excited about the plans to reach out to a much broader audience for inclusion in the *Directory*, as well as the establishment of an interdisciplinary advisory group who will recommend ways to make the Directory even more beneficial to individuals, organizations and communities."

"The *Directory of Public Access Networks* is an important addition to the Kellogg project, which is focused on the role of public libraries in communities," said Deanna Marcum, President of the Council and Commission. "These networks are an increasingly important part of community information and communication systems. Working on the project will help us bring these two groups together." For more information, contact: Deanna Marcum, 202-939-3370; e-mail, dmarcum@cpa.org; or Cheryl Collins, 703-620-8971; e-mail, ccollins@morino.org.

—Adapted from Morino Institute Press Announcement

Public Library Case Studies to be Available

Public Libraries, Communities, and Technology: Twelve Case Studies will be issued by the Council on Library Resources in November 1996. With a grant from the W.K. Kellogg Foundation, Council and Commission staff visited 12 public libraries in 1996 to document innovative uses of information technology to serve local communities. This publication describes each library's approach to technology development and identifies commonalities among the sites that have implications for leadership. The 124-page document is available for $15.00, and it will be made available on the Web. To order, use form on page 4.

The Council's Kellogg Program Advisory Committee selected the 12 libraries from among 293 responses to a call for participation. These responses may be viewed at http://www.si.umich.edu/CLR/.

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